



COUNCIL of CLASSIFIED EMPLOYEES
West Liberty University

West Liberty, West Virginia 26074

REGULAR MEETING – December 13, 2012

Present: Becky Bugaj (1), Mary Ann Edwards (ACCE), Stacie Groch (4), Travis Hinkle (3), Bruce Jochum (6/7), Bo McConnaughey (5), Jill Nixon (4), Alan Ramsey (5), Dawn Swiger (4), Jared Thompson

Absent: Bev Burke (BOG), Brad Forshey (3), Cindy McGee (1), Michelle Pissos (3),

The meeting was called to order in the Elbin Library conference room at 1:37 p.m. by Chair Bo McConnaughey. Minutes from the previous meeting are not complete at this time.

BOARD OF GOVERNORS:

None. The next Board of Governors meeting will be held February 6, 2013 in the Shaw Hall Board room.

ADVISORY COUNCIL OF CLASSIFIED EMPLOYEES (ACCE):

None. The next meeting will be held at Kanawha Valley Community and Technical College in Charleston, WV on January 9, 2013.

OLD BUSINESS:

None.

NEW BUSINESS:

Bo stated that the Smart Initiative information is being compiled from the Focus 20/20 group meetings at this time. He is going to request a copy of the original information that was presented; not a copy of repeat items that were removed. It is his understanding a lot of good things were presented by the classified staff and others. Many groups had issue with the same items.

Bo is also working to make his position permanent. Classified staff needs someone they can go to who has the ear of the administration. He is currently working with Human Resources on updating policies and procedures.

A discussion was held with regard to sick time and how they count towards insurance, depending on an employee's hire date, and the selling back of sick days. The percentage paid for sick days when sold back to the state is based on a percentage of the employee's salary per day. An employee can sell back all but 50 of their sick days. If an employee has sold sick days they are to remain an employee for at least five (5) years. If they leave WLU within five years they have to pay back the entire amount they received for those days plus 12% interest. New employees do not have this option.

The question was asked if an employee needs a doctor's excuse if they have been out sick. The interpretation of the policy is that if an employee is out longer than three days they need a doctor's excuse and reason for illness.

The meeting adjourned at 2:10 p.m.

The next regular scheduled meeting of Classified Staff Council is January 10, 2013 at 1:30 p.m., room 310 in the library. Meetings are open to all classified staff.

Minutes respectfully submitted by
Mary Ann Edwards, Classified Staff Council Secretary