



COUNCIL of CLASSIFIED EMPLOYEES
West Liberty University

West Liberty, West Virginia 26074

REGULAR MEETING – February 12, 2015

Present: Becky Bugaj (3), Bev Burke (BOG), Katie Cooper (4), Mary Ann Edwards (5), Travis Hinkle (3), Bruce Jochum (6/7), Bo McConnaughy (5), Cindy McGee (1), Ken Murray (6/7), Alan Ramsey (5), Michelle Stack (1), Dawn Swiger (4), Bob Wise (ACCE)

Absent:

Guest: Robin Capehart

The meeting was called to order in the Elbin Library conference room at 1:30 p.m. by Chair Bo McConnaughy.

Bo asked if there were any questions or revisions to the minutes. There being none a motion was made to accept the minutes of the January 8, 2015 meeting by Alan Ramsey and seconded by Michelle Stack; motion passed unanimously.

President Capehart thanked Bo for the opportunity to speak with Council. Budgets for next year are a concern; with seven years of enrollment increases, demographic changes to our service area are taking its toll, but we have set a goal to increase enrollment next year. We are investing in our master's programs, but it takes a long time to get there. \$2 million was generated this year from the master's programs, which is extremely helpful as we move forward.

In spring 2016 we hope to roll out the MBA Program and Criminology Program. Having graduate programs attracts the undergraduate student. Students like to know they can go for both at the same institution. We lose students to the graduate schools. The MS in Dental Hygiene should roll out in the fall of 2016. Once we have five proven programs we most likely won't have to keep going back to the HLC for approvals. This is what takes time and why other institutions seem to roll out new programs in no time. A presentation was made to the HEPC on how long it takes to start a new program. It was presented by the newly established Association of Regional Colleges and Universities. This group worked with the Chancellor and have been given a fast-track authority for new programs, taking the process from 2 ½ years to 1 to 1 ½ years.

An MS in Biology, Speech Pathology, and Athletic Training are likely in the future. WLU's Strategic Plans emphasis is on graduate programs. We have peer institutions who are not moving forward, where we will be better off financially down the road with these programs. The PA Program alone brought in \$1.2 million its first year.

The senate bill dealing with procurement should be helpful with efficiencies, amending some of the purchasing and procurement laws to make it easier to dispose of equipment. There is also a bill to attempt to repeal OASIS from higher education. OASIS is not compatible with higher education.

A question was asked with regard to the rainy day fund. It was originally thought that higher education funding would be cut approximately \$12 million. After looking at some of the special programs for specific universities it may be a 1.2% decrease for WLU; we are budgeting for 2%. We are hoping for no cut at all.

Zac Loughman has been nominated for Professor of the Year with an event to be held in Charleston. This is quite an honor with him being in the top three. A campus report luncheon will be held Wednesday, February 18th and the Classified Staff Council is invited.

This is the first audit for WLU with new auditors who have been hired to audit every institution in the state. Their words were that WLU is down to the bone. With graduate programs ready to roll out we feel this opportunity will help the budget situation.

President Capehart stated the Council is welcome to meet in the Shaw Hall Board room in the future. A motion was made to hold future meetings of the Classified Staff Council in the Shaw Hall Board room by Bev Burke and seconded by Katie Cooper; motion passed unanimously.;

ADVISORY COUNCIL OF CLASSIFIED EMPLOYEES (ACCE):

The next ACCE meeting will be held February 18, 2015 at the Marshall University Graduate Center in South Charleston. Bob Wise stated that the general discussion is on the new senate bill covering some of the items in the previous SB330. Bo stated that his understanding is it will eliminate the equity study, eliminate salary comparisons, deal with the Mercer Scale, the non-classified ratio remains at 20% and will include the entire workforce, and institutions would do their own salary survey for their own classification program.

BOARD OF GOVERNORS:

Bev stated that the majority of the Board meeting held February 4th was in held in executive session. When the Board came out of executive session a motion was made for the Executive Committee of the Board to meet within two weeks to make a decision. The full Board will then meet to decide on a course of action. Bo distributed a copy of a letter to be sent to the Board on behalf of classified staff. Any changes or suggestions should be submitted by 10:00 a.m. Monday to the office of Human Resources. A discussion followed on the ramifications of recent events. The next regular scheduled Board of Governors meeting will be held April 15, 2015.

OLD BUSINESS:

Bo gave a brief background on the Staff Scholarship Fund and the fact that we can only use the interest from that fund. This is an endowed fund and cannot go below \$10,000. A discussion followed on changes to the Foundation document, the application, and combining of the documents.

Bo would like to get two people from each of the groups on campus to attend meetings to see what goes on to try and raise interest in being a representative to the council. All meetings are open and classified employees can attend.

Bo noted that the seminar held for fund manager training was very informative and well organized.

The Staff Development Fund is almost depleted with 4 ½ months left in the fiscal year. Departments don't have the money for employees so they're coming to Staff Development. A brief discussion followed with regard to the fund and fundraisers for the Staff Scholarship Fund.

NEW BUSINESS:

None.

The next meeting will be held Thursday, March 12, 2015 at 1:30 p.m. in the Shaw Hall board room on the second floor. Meetings are open to all classified staff.

A motion to adjourn was made by Michelle Stack and seconded by Cindy McGee. The meeting adjourned at 2:42 p.m.

Minutes respectfully submitted by
Mary Ann Edwards, Secretary