



COUNCIL of CLASSIFIED EMPLOYEES
West Liberty University

West Liberty, West Virginia 26074

REGULAR MEETING – March 8, 2012

Present: Mary Ann Edwards (ACCE), Brad Forshey (3), Stacie Groch (4), Bruce Jochum (6/7), Terry Marsh (6/7), Bo McConnaughy (5), Cindy McGee (1), Michelle Pissos (3), Alan Ramsey (5)

Absent: Becky Bugaj (1), Bev Burke (BOG), Dawn Swiger (4)

Guest: Jim Stultz

The meeting was called to order in the Elbin Library conference room at 1:35 p.m. by Chairperson Bo McConnaughy.

Bo asked if there were any questions or revisions to the minutes. There being none, a motion to accept the minutes from the February 1, 2012 meeting of Classified Staff Council was then made by Brad Forshey and seconded by Stacie Groch; motion passed unanimously.

Mr. Stultz stated that in speaking with Bo McConnaughy it was brought to his attention that the classified staff recruitment process is different than faculty or non-classified staff when it comes to expenses. There is no policy requiring different treatment. An administrative decision was made, effective immediately, that expenses will be treated equally between groups.

A conference call was held with Laura Neuman with the HEPC. Laura is the new Human Resources Project Specialist who has been charged with the implementation of SB 330, although she doesn't carry the weight of a Vice Chancellor. Mr. Stultz's thoughts were that the wage structure should be looked at first with the market survey done state-wide to improve the salary structure. The original dates in SB 330 were not adhered to and new dates have been established. These bills are passed with no money to back them and people like Dr. Brokenburr do their best to pull off the feat of implementing. A discussion followed with regard to the market study and the steps needed to correct the system and where the money comes from to implement.

A draft smoking policy that would modify the current Policy No. 47 – Tobacco Use and Guidelines, that if enacted would make WLU a tobacco-free campus with one exception, families residing in campus housing. Enforcement of the policy will be difficult. Students are currently not allowed to smoke in residence halls. Employees will face a progressive discipline with warnings, counseling, etc. It is our hope to offer smoking cessation and medical help to employees to overcome this addiction. The question was asked as to why the push for a non-smoking campus. Mr. Stultz stated that it's a health issue along with the dirty campus and smokers not using the receptacles. There are only two institutions in the state that are currently non-smoking: WV School of Osteopathic Medicine and WVU Health Sciences Campus. The draft policy will be posted for a 30-day comment period and the Board of Governors will make the ultimate decision with implementation beginning July 1, 2012. A discussion followed with regard to this policy.

BOARD OF GOVERNORS:

None.

The next Board of Governors meeting will be held April 18, 2012 in the R. Emmett Boyle Conference Center.

ADVISORY COUNCIL OF CLASSIFIED EMPLOYEES (ACCE):

The following is a report from the ACCE meeting held February 22, 2012 at the Marshall University Graduate Center, South Charleston, WV:

- Attending from the HEPC were Bruce Walker, Counsel for the HEPC, and Rob Anderson, Interim Executive Vice Chancellor for Administration. Mr. Anderson stated that Dr. Brokenburr is now working on Chancellor specific projects and no longer involved with SB 330. Laura Neuman will now be handling issues dealing with SB 330.
- The ACCE retreat will be held July 16-18, 2012 at Pipestem. Contact information will be available to begin making reservations.
- Ken Harbaugh gave an update on various legislative items and urged members to contact their local representatives.
- Mary Ann Edwards presented the final version of the ACCE Best Practices for Classified Staff Council Constitution/Bylaws. This document will be used as a guideline for what Classified Staff Council Constitutions and Bylaws need to contain according to state code and what is considered best practices that will allow councils the ability to fulfill their mission to the “greater good” of the classified employees they serve.
- Bill Porterfield gave an update on various bills that effect benefits.
- The next meeting is to be held at the Marshall University Graduate Center in South Charleston, WV on March 9, 2012.

OLD BUSINESS:

None.

NEW BUSINESS:

Elections for group representatives will be held in April. You may nominate any classified staff to these positions by emailing Bo McConnaughy at mconnbo@westliberty.edu, but please be sure nominees are willing to serve as a representative.

A motion to adjourn was made by Stacie Groch and seconded by Terry Marsh; motion passed unanimously. Meeting adjourned at 2:15 p.m.

The next regular scheduled meeting of Classified Staff Council is April 12, 2012 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