



COUNCIL of CLASSIFIED EMPLOYEES
West Liberty University

West Liberty, West Virginia 26074

REGULAR MEETING – May 3, 2012

Present: Bev Burke (BOG), Mary Ann Edwards (ACCE), Brad Forshey (3), Stacie Groch (4), Bruce Jochum (6/7), Bo McConnaughy (5), Michelle Pissos (3), Dawn Swiger (4)

Absent: Becky Bugaj (1), Terry Marsh (6/7), Cindy McGee (1), Alan Ramsey (5)

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 Mr. Stultz for clarification on the salary adjustments for the coming year. Mr. Stultz stated that classified staff members would be receiving their next appropriate step on the Mercer scale if they were still moving through the scale. Those with 15 or more years of service would receive a two percent raise. The increases will take effect July 1, 2012. No decision has been made with regard to faculty and non-classified increases, but they will not go into effect before January 1, 2013. Faculty promotions will take place per policy and increments will be available for all qualified employees.

Information for SB 330 was sent to Modern Think, the consultants hired by the State to assess HR policies and procedures. There will be a site visit on the 22nd with HR and the ACCE representative. A 50 page questionnaire was sent to WLU to be completed by the 29th; it is anticipated to take 40 hours to complete.

BOARD OF GOVERNORS:

Bev stated that the smoking policy did not pass and was tabled until the next Board meeting; the budget did pass. Mr. Stultz stated that tuition was maximized, some fees were set, some of which were controversial, and the fee for the new science building. The HEPC has to have justification for increases but it's what we need to do for a \$40 million budget, salary increases, etc.

The next Board of Governors meeting will be held June 6, 2012 in the R. Emmett Boyle Conference Center.

ADVISORY COUNCIL OF CLASSIFIED EMPLOYEES (ACCE):

None.

The next meeting is to be held at Fairmont State University, Fairmont, WV on May 16, 2012.

OLD BUSINESS:

None.

NEW BUSINESS:

Stephanie North will be sending out the information for nominations for the Classified Staff Excellence in Service Award.

The date of the classified staff picnic is July 13, 2012.

Mr. Stultz stated that at the last Board of Governors meeting the smoking policy was discussed; the Board tabled the policy and wanted express provisions for enforcing the policy. The Board wanted the Committee to meet one more time, look at the comments from faculty, staff, and students, consider potential revisions, and report back to the Board at the June meeting.

A lengthy discussion was held with regard to implementation of the policy and developing a policy or procedure for enforcement for employees (students are covered in the student handbook).

A motion to adjourn was made by Stacie Groch and seconded by Dawn Swiger; motion passed unanimously. Meeting adjourned at 2:55 p.m.

The next regular scheduled meeting of Classified Staff Council is June 14, 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