



COUNCIL of CLASSIFIED EMPLOYEES
West Liberty State College

West Liberty, West Virginia 26074

REGULAR MEETING – November 13, 2008

Present: Bo McConnaughey, Council Chairperson (5), Stacie Bado (4), Bev Burke (BOG), Eleanor Coen (4), Mary Ann Edwards (ACCE), Cindy McGee (1), Ashlea Minch (3), Nancy Quigley (1), Alan Ramsey (5), Mikie Turner (5), and Stephanie North for Rhonda Tysk (3).

Absent: Roger Bertelli (6/7) and Keith Kaczor (6/7).

The meeting was called to order at 1:30 p.m. by Chairperson Bo McConnaughey, who introduced Dr. John McCullough. Dr. McCullough, on behalf of President Capehart, gave updates on different issues, but first thanked all the classified staff members who have served on various committees across campus. Dr. McCullough thanked Bo for serving on the Master Plan Internal Review Committee, and he also thanked Beverly Burke, who serves on the Board of Governors representing classified staff. Dr. McCullough stated the “University” status is “on track” and that no problems are anticipated. Hopefully, West Liberty will have University status by the end of January, 2009. Campus Development Plans have recommended a new building for Health Sciences, which will need to be funded by part of a \$260 million state bond issue. Because of the economy, it is uncertain when that state bond issue will be proposed. Dr. McCullough said many buildings need to be renovated and some state-generated dollars will come from a proposed bond issue. He went on to say the Metro rate, which has been highly successful, will be expanded. Even with the current economy, administration is confident that faculty and staff will receive at least a 3% pay increase next year. PEIA has notified the college its premiums will be increasing 8-15% next year. PEIA will be advertising statewide meetings and Dr. McCullough recommends that everyone attend the meetings to let your concerns be known. Dr. McCullough closed by again thanking classified staff for their “excellent service done by all on campus.”

A motion to accept the minutes of the October 9 meeting was made and seconded; motion unanimously approved.

BOARD OF GOVERNORS: Beverly reported that the October BOG meeting was a good session with lots of dialogue. For a complete report, please refer to your e-mail from Bev dated October 23, 2008.

ADVISORY COUNCIL OF CLASSIFIED EMPLOYEES (ACCE): Mary Ann Edwards reported on the October 9, 2008 ACCE meeting at Potomac State at Keyser. Here is her report:

ACCE – October 9, 2008 – Potomac State, Keyser, WV

- Following the welcome and campus update from the Provost, Dr. Kerry Odell, legislative talking points were discussed for the upcoming legislative session. The major item will be how the new compensation steps will be set up and how the legislature views them. It was also noted that reps should try to stay in contact with area legislators, especially those on the Finance and Education Committees.

- The Retreat Committee reported that the consensus is to have a combined get together of the Annual Retreat and the Leadership Conference. The tentative dates are June 28-30 for the retreat and the other half of June 30-July 1 for leadership. Committee members are to bring two names to the next meeting as possible speakers.
- The market study for the Personnel Study is expected to be completed by the end of October or early November.
- Barbara Neuman, as a member of the RIF Committee, attended the meeting to give an extensive update and asked for input for the committee. The Committee is looking at defining what constitutes a reduction in workforce, determining the reasons for a reduction in workforce, identifying the scope of the included organization, determining the layoff procedures, and customizing the plan by institution.
- A discussion was held regarding attendance at the ACCE meetings. Bob Long stated that in September, 2005 a motion was made to direct the ACCE Chairperson to communicate to ACCE members who have missed at least three meetings over the past year of the importance of attending monthly ACCE meetings. It was decided that ACCE members will be notified if they have missed three consecutive meetings or five absences for the year.
- The next meeting will be November 20, 2008 at the Marshall University Graduate Center in Charleston, WV.

OLD BUSINESS: Bo will be contacting Jack Wright in the Business Office concerning bills for classified staff members who have not purchased parking permits.

Classified Staff Development Committee members include: Cindy McGee, Chair; Rosey Miller, Secretary; Beverly Burke; Nicole Staub; and LuAnn Johnson.

A motion was made to accept the new guidelines and application form for Classified Staff Scholarship, the motion was seconded and approved by all. The new guidelines and application form will be available on-line on the WLSC website. Committee members for the Classified Staff Scholarship are: Sherri Mason, Chair; Rhonda Tysk, Vice-chair; Kelly Wilkinson, Secretary; and Bo McConnaughy.

The next fundraiser for the Classified Staff Scholarship was discussed and it was agreed that a raffle-ticket fundraiser will take place in the spring 2009, possibly in February.

Bo spoke with Linda McKee in Development and there is approximately \$1600 available for Classified Staff Scholarship for the spring 2009.

Bo said he had received a report from Brian Warmuth concerning the training survey completed in October. In the e-mail I received from Brian, he stated he "...would welcome any and all input from Classified Staff Council regarding your recommendations/requests for specific training seminars you'd like to see offered in the next semester." His entire report is attached to these minutes.

NEW BUSINESS: No new business was reported.

A motion to adjourn was made by Stacie and seconded by Alan, approved by all. Meeting adjourned at 2:20 p.m.

The next meeting of Classified Staff council is scheduled for December 11, 2008 at 1:30 p.m., room 310 in the library. Meetings are open to all classified staff.

Minutes respectfully submitted by
Eleanor Coen, Classified Staff Council Secretary