



*COUNCIL of CLASSIFIED EMPLOYEES*  
*West Liberty University*

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*West Liberty, West Virginia 26074*

REGULAR MEETING – November 14, 2013

Present: Becky Bugaj (3), Stacie Groch (5), Bo McConnaughy (5), Alan Ramsey (5), Cindy McGee (1), Michelle Stack (1), Ken Murray, Bruce Jochum (6/7)

Absent: Bev Burke, (BOG), Mary Ann Edwards (4), Dawn Swiger (4), Jill Nixon (ACCE)

Guests: President Robin Capehart

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

Bo introduced the newest member of the Classified Staff Council who will be replacing Brad Forshey. Ken Murray will be representing the maintenance staff. He asked Ken if he was willing to be a part of the Classified Staff Council. He said yes; motioned passed unanimously.

President Capehart thanked members of the Classified Staff for meeting with legislative leaders at the recent Legislative Day that was held at WLU. Discussion ensued.

**BOARD OF GOVERNORS:**

No report.

**ADVISORY COUNCIL OF CLASSIFIED EMPLOYEES (ACCE):**

No report.

**OLD BUSINESS:**

Staff Development -

There is money available for Classified Staff training and development. If request is over \$1,200, a written request needs to be submitted to the committee. Discussion ensued.

**NEW BUSINESS:**

Bo handed out copies of the Distinction and Distinctiveness Strategic Platform. A discussion ensued. If you are interested in being part of the strategic planning process, please contact Bo.

Bo is working on implementing an all-day orientation program for new employees.

Generic job descriptions from WVU are available in the Library for everyone's use. Discussion ensued.

A motion to adjourn was made by Cindy McGee and seconded by Stacie Groch; motion passed unanimously. Meeting adjourned at 2:25 p.m.

Minutes respectfully submitted by  
Becky Bugaj, Classified Staff Council