



COUNCIL of CLASSIFIED EMPLOYEES
West Liberty State College

West Liberty, West Virginia 26074

REGULAR MEETING – October 9, 2008

Present: Bo McConaughy, Council Chairperson (5), Cindy Bartholomew for Stacie Bado (4), Roger Bertelli (6/7), Eleanor Coen (4), Keith Kaczor (6/7), Cindy McGee (1), Ashlea Minch (3). Nancy Quigley (1), and Alan Ramsey (5).

Absent: Bev Burke (BOG), Mary Ann Edwards (ACCE), Mikie Turner (5), and Rhonda Tysk (3).

The meeting was called to order at 1:30 p.m. by Chairperson Bo McConaughy. Bo introduced President Capehart who provided information on several items, starting with explaining that some policies are created by the HEPC, others by the BOG, some are college policy and some policies are administrative policy. President Capehart wanted to clarify that the right policies need to be in the right places. He then went on to talk about the effect the current (worldwide) credit crisis could have on West Liberty, saying that the over-extended borrowing in the economy has led to a loss in investments, which will lead to a slow down on energy demand which will eventually lower tax money. Since the tax money will be lower, the amount of money received by the state colleges tied to tax money will also be lower. Therefore, President Capehart reiterated the information he had shared last month about the college having money in reserves to help weather challenging economic times. President Capehart stated that challenging economic times can also be times of opportunity, pointing out the fact that West Liberty is a very affordable college. Some of the challenges that President Capehart talked about included flat or decreased appropriations from the state, flat or decreased return on foundation money, and reduced availability of financial aid. Some of the opportunities during these economic times include low tuition, focused and intensified signature programs concerning recruitment (a recruiter who lives in the Eastern Panhandle and one who lives in Virginia), expand distance learning, and bargains on construction. President Capehart finished by restating that West Liberty is well positioned to meet all these challenges and opportunities.

The minutes of the September 11, 2008, meeting were reviewed. A motion to accept the minutes was made by Cindy McGee, seconded by Roger Bertelli, approved by all.

BOARD OF GOVERNORS: Beverly Burke was unable to attend the meeting.

ADVISORY COUNCIL OF CLASSIFIED EMPLOYEES (ACCE): Mary Ann Edwards was at the ACCE meeting.

OLD BUSINESS: Bo reported that Staff Development money will be issued by the Foundation office. A copy of the revised Classified Staff Scholarship application and requirements is attached to these minutes. All classified staff are asked to review these revised documents and report any comments to your staff representative by November 6.

NEW BUSINESS: One classified staff member who does not park on campus and who did not purchase a parking permit, contacted a classified staff representative to address this issue to Mr. Jack Wright. Current Policy #14, Section 2, states that all individuals who park on campus must purchase a parking permit. Bo reported that he has spoken with Jack Wright concerning this issue and was told that the policy concerning parking permits is being revised. Bo will meet again with Mr. Wright concerning this issue.

Bo is asking classified staff members to submit ideas for fundraisers for the Classified Staff Scholarship. He asked if several small fundraisers would be better received than just one major fundraiser. Bo said 14 staff members out of 107 had signed up for payroll deductions. A "Thank You" card was received from Lindsey Bugaj, one of the scholarship recipients this semester. Jeff Knierem, from the Development Office, will be sending out letters during the second semester. Everyone is encouraged to sign up for the payroll deductions or make a single donation to benefit this worthwhile cause.

Bo then spoke about the possibility of engaging a mediator/ombudsman, possibly a staff member, to negotiate any disagreement between a classified staff member and administration *before* it goes to grievance. This would give the classified staff member someone who would intercede on the behalf of the classified staff member. A motion to select a mediator/ombudsman was presented by Roger Bertelli and seconded by Nancy Quigley, approved by all. Anyone who would like to volunteer for this position, please contact Bo. Bo has indicated he would be interested in this position.

Procedural changes were the next topic. A concern was raised due to the fact that no *prior* notice has been given from certain departments when procedural changes take place.

A reminder that the house Jill Murray (a WLSC student and Sodexo employee) and her family rented burned down, and all their possessions were lost in the fire. Donations can be made according to the campus-wide e-mail.

A motion to adjourn was made by Roger Bertelli, seconded by Cindy Bartholomew, approved by all. The meeting adjourned at 2:45 p.m.

The next meeting of Classified Staff Council is scheduled for November 13, 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