



COUNCIL of CLASSIFIED EMPLOYEES
West Liberty University

West Liberty, West Virginia 26074

REGULAR MEETING – September 10, 2009

Present: Bo McConnaughy, Council Chairperson (5), Stacie Bado (4), Bev Burke (BOG), Mary Ann Edwards (ACCE), Terry Marsh (6/7), Cindy McGee (1), Ashlea Minch (3), Michelle Pissos (3), Alan Ramsey (5), Randy Ratcliffe (6/7), and Mikie Turner (5).

Absent: None

The meeting was called to order at 1:30 p.m. by Chairperson Bo McConnaughy.

President Capehart stated that enrollment was 2,501 as of September 4, 2009. Last year at this time we were at 2,363. This year's freshman class is the largest class in 33 years with 601 students. The one area we are down in numbers are the out-of-state students. We are holding our own with the metro area and in-state students. He also stated that the role the classified staff plays is significant and important to our enrollment success. He did apologize for not attending the classified staff picnic but was out of town with his daughter Emily. West Liberty was still able to fund the Mercer scale raises for classified staff this year because of our reserves. Many institutions were not in the position to give raises to their employees.

A motion to accept the minutes May 20, 2009 was made, seconded; motion passed unanimously.

Bo McConnaughy noted that we need volunteers to be the Secretary for the Classified Staff Council. Mary Ann Edwards volunteered to be the Classified Staff Council Secretary. Cindy McGee made an official nomination, seconded by Stacie Bado; motion passed unanimously. We also need two reps for Staff Council; one from Group 1 and one from Group 4. If anyone would like to be a rep for these groups we need them to attend the next meeting.

BOARD OF GOVERNORS:

Bev Burke attended a Board of Governors Summit where she was able to meet with other institution board members and presidents. The AGB presentation was very helpful. This presentation went over roles the board should play and the relationships they should form.

West Liberty has five open board positions this year. Recommendations were submitted to the Governor's office by our current board members. None of the recommendations were accepted.

This spring there will be a campus-wide evaluation of President Capehart. Evaluations used to be every four years but it has recently been changed to every three years. President Capehart is up for his evaluation in the spring of 2010. Please encourage all members of the staff to participate in the evaluation.

The next BOG meeting is scheduled for October 14, 2009.

ADVISORY COUNCIL OF CLASSIFIED EMPLOYEES (ACCE):

Mary Ann Edwards gave the following report from the ACCE retreat held July 12-14, 2009.

- The ACCE Retreat is held every year in July as a regular meeting but also to elect officers and schedule meetings for the year.

- The Personnel Study was a major topic of discussion. We are hopeful it will be brought back before the legislature and are waiting to hear if this will happen. The priority lists for ACCE with regard to the study are the Market Study, PIQ and classification, supervisor training and performance evaluations, and HR training.
- At this time items for the legislative agenda are as follows: Personnel Study, right to run for public office, bonuses, larger percentage of state money for Higher Education, increase the increment, retirement equalization, and nine does not equal twelve. Most likely this list will be narrowed down at some point.
- Elections for ACCE were held and the officers remain the same as last year, those being Amy Pitzer (Concord) as Chair, Mike Dunn (Marshall) as Vice Chair, and Bob Long (HEPC) as Secretary.
- For the next two years I will be on the Legislative Committee and Web Communications Committee. The only local legislator on the Select Committee on Higher Education Personnel during the interims is Senator Bowman in Hancock County. We are hoping to be able to present to the committee during the interims in August.
- The next meeting is September 30, 2009 at New River Community and Technical College in Summersville, WV.

Randy Ratcliffe asked whether a new salary scale for classified staff had been completed. We have recently received word that the Personnel Study and many of the committees involved in this process have been reactivated. To date, a new salary scale has not been identified and is still in process. We are hopeful the Personnel Study will make it on the legislative agenda this year.

OLD BUSINESS:

None.

NEW BUSINESS:

At this time there is no scholarship money for the three applicants to the Classified Staff Scholarship. Cindy McGee and the Classified Staff Scholarship Committee need to notify the applicants and explain that there was no funding.

Ashlea Minch will contact Rhonda Tysk with regard to the letter she wrote to Sam's Club for fundraising for scholarship money. Randy Ratcliffe will contact Keith Kaczor to see if he can assist with his contact at Sam's Club. Randy also provided contact information for Consol and Rent-A-Center for our fundraising efforts.

Other ideas to raise money for the Classified Staff Scholarship from Bo McConnaughy were a day at the races, a lottery calendar, and a 50/50 raffle. We would like to get everyone involved in the fundraising for these scholarships.

A motion to adjourn was made and seconded; motion passed unanimously. Meeting adjourned at 2:20 p.m.

The next meeting of Classified Staff Council is scheduled for October 8, 2009 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