



### **REGULAR MEETING** –September 14, 2017

Present: Travis Hinkle (Chair), Sue Garrison (Vice Chair), Michelle Panepucci (Secretary), Bob Wise (ACCE), Rhonda Tysk (BOG), Katie Cooper, Luke Tacosik, Sherri Mason, Bruce Jochum, Tasha Taylor, Kimber Fox, Jason Coleman, Samantha Wilson, Robin Brunner, Beth Barr, Sara Sweeney, Shari Beckett, Mary Ann Edwards, Brian Schamp, Diana Harto

The meeting was called to order in the Shaw Hall board room at 1:34 p.m. by Chair Travis Hinkle.

Review of meeting minutes from last month; Katie motion to approve, seconded by Luke

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

No Report from Bob Wise. Next meeting at WVNCC on September 18th.

### **BOARD OF GOVERNORS (BOG):**

No Report from Rhonda Tysk. Next meeting is October 4<sup>th</sup>.

### **OLD BUSINESS:**

Katie will follow up with Angie about the Harry & Constance Hein Award Guidelines.

Ombudsperson: Sherri reported that Bo McConnaughy and Betsy Robinson are still serving.

### **NEW BUSINESS:**

#### **Committees:**

Social Committee: No report

Staff Development: Rhonda reported that there were a few requests out there. Forms need updated and the budget will be reviewed. The committee consists of Rhonda, Luke, Travis, Mary Ann and Keith. Guidelines also will be reviewed with Diana will have a future meeting and review of forms. It was discussed that the budget may be split under each cabinet members budget. There was a concern that normally staff development is meant to supplement above and beyond the normal budget and this may hinder opportunity if it becomes split in to budgets. Staff development is meant to improve job skills and concerns that development money would not stay dedicated as such. Previously a budget of \$15,000 was allotted and applicants would be reviewed according to a limited amount per person.

Fundraising: Apparel sale with Sport Your Colors (WL Alum). Will sell polos, jackets, etc. to staff and faculty to benefit the scholarship fund. Setting a goal to sell 100 items.

Scholarships: No report

Human Resources: Diana reported that the state code for staff council will need reviewed. Recommendation of just substituting “staff” in place of “classified staff” may not be enough. Travis recommended more representatives as sectors are reviewed. Katie suggested that we discuss the items as a group. Bob indicated that ACCE were moving in the same direction. HR can provide positions/EEO code list for employee groups. Travis suggested that we meet next Wednesday on September 20<sup>th</sup> to further discuss and review the code. Diana went on the report that workshops will be given on the salary increases and vacation/sick accruals. Brian went in to further explanation as to how the new hour



accruals were calculating. There were some concerns about employees with longevity not benefiting from the change in accruals. Brian went on to emphasize that the changes are a part of a culture change on campus and this can keep WLU in a competitive market and appeal to new hires. Furthermore, senior employees should set the goal for progression in their positions for advancement. The old system rewarded for tenure, the new system is set up to reward for performing well. Diana went on to address a question concerning cost of living review is done by HEPC every so many years. An annual review of your job should be part of the yearly evaluation with your supervisor.

The next meeting will be held on October 19th at 1:30 p.m. in the Shaw Hall board room located on the second floor. Meetings are open to all classified staff.

Motion to adjourn meeting by Luke, seconded by Jason

The meeting adjourned at 2:31pm

Minutes respectfully submitted by Michelle Panepucci