

MARCH 20, 2013 MINUTES

WVU CLASSIFIED STAFF COUNCIL

3/20/2013

Location: Jerry West Lounge - Coliseum

Final

Recorded by: Nadine Brusca

I. Call to Order

Chair, Jo Morrow called the meeting to order at 8:15 a.m. and a quorum was established. Meeting sign-in sheet was passed around for members to sign.

II. First Business:

Minutes from February 20, 2013 approved. The Executive Committee meeting was not held this morning.

III. Treasurer's Report:

Submitted by Lisa Martin

- Beginning Balance \$ 2387.87

Expenditures:	\$ 21.86	-Telephone
	130.90	- Postage
	355.00	- Legislative Brochures
	96.62	- Office Depot
	169.27	disputed phone bill credited

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- Ending balance \$ 1952.76

IV. Chair's Report

Submitted by Jo Morrow

Jo announces that President Clements will be unable to attend the next President's Meeting on March 25, 2013. An email was sent out to all staff council members on March 14 to determine if they would like to meet with anyone else from the President's office. Jo attended the placing of the ballots on March 18, 2013 with Barbara Bodkins of Human Resources. Jo Morrow excused at 9:00 a.m. to attend another meeting. Ron Campolong, Vice Chair proceeded with meeting.

Guest speaker 8:30 a.m. - Robert Moyer, Director, Facilities Planning & Scheduling

Presentation on Evansdale Redevelopment Plan. For detailed information please visit the website <http://strategicplan.wvu.edu>

Jim Morris (Human Resources) speaks about the sample ballot stating that the electronic ballot names will rotate. Barbara Bodkins from Human Resources will be sending an email to all classified staff and eligible voters regarding the next step for elections. Ron Campolong posed a question to Jim Morris referring to an employee who is a Materials Handler for DC Pizza Concept. Jim Morris is uncertain as to what DC Pizza Concept is.

VoteNet will send password directly to each employee. Barbara Bodkins will send out test to validate its efficiency. All employees will receive a separate password. Electronic voting set for April 13 – April 20. Barbara suggests changing dates if needed. Nancy Bremar motions to start electronic voting on April 12, ending on April 19. Joan Baldwin seconds the motion. Motion is approved. Paper ballot voting will be held on April 23 and April 24 at various locations across campus (One Waterfront Place, Health Science Center, Mountainlair, Facilities). Paper ballot voting will be counted at One Waterfront Place on April 25.

Election committee reports on three nominations that were in question, two had forms filled out incorrectly and a third was a timing issue. Election committee voted to accept these three nominations. Representatives for the Nomination Committee were Eva Thomas (Education and Human Services), Will Exline (Facilities), Yolanda Gill (Disability Services) Debra Koon (Public Administration). Robin Rupenthal withdrew from the committee.

Human Resources Administrative Procedures handed out for review, (Compensatory Time Off, Employment of Relatives) feedback by March 31, 2013 to Jim Morris. Update flex workers arrangements and Family Medical Leave Act next priority for Human Resources.

Samantha Burwell, HR Policy Analyst, Senior is updating the WVU Classified Employee Handbook. Once the changes have been made we will communicate them to employees.

Ron Campolong speaks on new smoking policy going into effect July 1, 2013. Question raised by employees, is the e-cigarette (which is non-tobacco) permitted? Jim Morris will get back to us on this.

Adam Brown raises question on where employees will be able to go to smoke.

Discussion by Joan Baldwin on why James Morris is left off of the Staff Discussion List. Nancy Bremar asks Nadine to check on this and get back to us. Motion by Nancy Bremar to add Jim's name to the list serv for the Staff Council. Amy Wodzinski seconds the motion. Approved.

Paul Martinelli's handouts included: (on file at the Staff Council Office)

- ACCE REPORT
- Athletics Directors Charting Pay

- Attorney General to Assist WVU with media rights contract
- DRAFT EMERGENCY RULES
- UNIONS RALLY AGAINST EDUCATION REFORM BILL
- HARVARD'S SEARCH OF STAFF-EMAIL
- ACCE AGENDA
- SENATE BILL # 438
- EDUCATION REFORM BILL
- IMPLEMENTATION OF SB 330
- INCREMENT INCREASE PROPOSAL
- CEO PAY AND THE STAGNANT MINIMUM WAGE
- IMPACT OF MARCH 1 CUTS ON MIDDLE CLASS
- UNEMPLOYMENT RATE CHART FOR STATE OF WV

V. ACCE

Dixie Martinelli reports for Paul Martinelli who is attending the ACCE meeting today. There has been limited progress on Higher Education Senate Bill 330 since its passage September 1, 2011. It continues to remain not fully implemented. The Attorney General's office will be involved in the athletic process including the medias rights out there. Paul will be meeting again with Mark Toor, Vice Chancellor, HEPC Human Resources today. Presentation on ModernThink by the consultant conducting the Human Resources Review for HEPC System Level. Paul will be attending the classification training on March 27.

VI. BOG Report

Submitted by Dixie Martinelli

Dixie attended the BOG meeting on February 21 and 22 at the Health Science Center. They were given a tour of STEPS (Simulation Training Education for Patient Safety). All the reports to the doctors go through this simulation. This is for all students and all three schools. More space is needed at the Health Science Center. Dixie explained to BOG that every position is unique among classified staff so everyone should not be all lumped together. There was a working dinner discussion on the 7.5% cut. We asked the BOG to go to their friends in the legislature to take WVU off the market. Students showcased their good deeds for the University.

VII. Standing Committee Reports

Ron Campolong asked for the Standing Committee Reports:

Welfare Committee

Terry Dunson posed a question on custodians paygrades, and job description for lead custodian. Jim Morris will follow up on this.

VIII. Legislative Committee:

By Ron Campolong Ron states the legislature moves very slow. The committees looking at bills that are up for consideration and then passed on to floor of legislation you could hold up in one hand. Bills that affect higher education are not making any progress out of 1st and 2nd committee. All bills for Higher Education continue to remain in committee.

IX. NEW BUSINESS

Jim Morris speaks on Senate Bill 330. Reports from Margie Phillips, Human Resources state that this is not always favorable for the University.

X. OLD BUSINESS

Jo Morrow has contacted Kristopher Davis, Printing Services – staff council members will be able to use the copiers on the 1st, 2nd & 3rd floors at One Waterfront Place. We will have access to a code and the charge will be .0355 per copy including the paper.

Ron Campolong brings up lateral moves from one department to another. Would like a guideline for this. Jim Morris will look into this. What policies would govern this kind of move?

President's Meeting

President Clements won't be in attendance. Joan Baldwin has questions for the President's staff – what scenarios are they looking at if budget is cut? Should budget reductions be mandated by the governor? Why are they not putting a freeze on hiring yet? Joan Baldwin would like to meet with Margie Phillips and Narvel Weese on Monday, March 25, 2013. Margie Phillips is unavailable for Monday, March 25, 2013.

Meeting adjourned at 11:40 a.m.

Submitted by Nadine Brusca, Staff Council Secretary

Attendance:

Paul Martinelli	Program Manager	Ext. Services	Excused
Joan Baldwin	Nutrition Outreach Instructor	Ext. Services	Yes
Nancy Bremar	Nutrition Outreach Instructor	Ext. Services	Yes
Dixie Martinelli	Office Admin.	Ext. Services	Yes
Beth Ann McCormick	Admission Coordinator	Student Services	Yes
Ron Campolong	Trade Specialist	Facilities Management	Yes
Louise Fletcher	Traffic Enforcement Officer	Transportation & Parking	Yes
Amy Wodzinski	Program Coordinator	FIS	Yes
Beth Fluharty	Program Coordinator	Ext. Services	Excused
Adam Brown	Event Coordinator	NAFTC	Yes
Joan Gibson	Accounting Assistant II.	Law Library	Yes
Linda Campolong	Housekeeper	RFL	No
Robin Altobello	Program Coordinator	EM- IOEH	Excused
Terrence Dunson	Maintenance	HSC	Yes
Larry Baldwin	Elect. Technician	HSC	Yes
Jo Morrow	Staff Council Chair	Staff Council	Yes
Karen Bright	Nutrition Outreach Instructor	Ext. Services	Yes
Lisa Martin	Program Coordinator	Event Management	Yes

Other Attendees:

Jim Morris – Director Employee Relations (ex-officio member)

Diane Mazzella –News Media

Guest Speaker – Robert Moyer. Director Facilities Planning & Scheduling , WVU