

Meeting Minutes

WVU Classified Staff Council

October 16, 2013

Jerry West Lounge

Name	Title	Department	Present
Baldwin, Joan	Nutrition Outreach Instructor	Ext. Services	Yes
Baldwin, Larry	Elect. Technician	HSC	Yes
Bise, Linda	Program Assistant II	HSC	Yes
Bolyard, Emmitt	Purchasing Assistant I	Facilities Management	Yes
Bremar, Nancy	Nutrition Outreach Instructor	Ext. Services	Yes
Bright, Karen	Nutrition Outreach Instructor	Ext. Services	No (excused)
Campolong, Linda	Housekeeper	RFL	Yes
Campolong, Ron	Trade Specialist	Facilities Management	Yes
Crabtree, Joan	Supervisor Campus Services	Facilities	No (excused)
Eddy, Pam	Office Administrator	Student Health	Yes
Edwards, Tiffany	Administrative Secretary	HSC	No
Fletcher, Louise	Traffic Enforcement Officer	Transportation/Parking	Yes
Hammack, Diana	Accounting Clerk	Biology	Yes
Martin, Lisa	Program Coordinator	Event Management	Yes
Martinelli, Dixie	Office Administrator	Ext. Services	Yes
Martinelli, Paul	Program Manager	Ext. Services	Yes
McCormick, Beth Ann	Admission Coordinator	Student Services	Yes
Morris, Jim	Director	Employee Relations	Yes
Wodzinski, Amy	Program Coordinator	FIS	Yes

Submitted by: Janelle Squires, Administrative Secretary – Staff Council

Invited Speakers:

Lisa DiBartolomeo, Faculty Senate Chair, Faculty Board of Governors member and Associate Professor – World Languages, Literature & Linguistics

Bob Griffith, Faculty Board of Governors member, Associate Professor – Pharmaceutical Science

Sheila Seccurro, Executive Director – Human Resources

Call to Order

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

First Business

Approval of August Minutes motioned by Lisa Martin. Motion was seconded. All in favor and motion was carried.

Treasurer’s Report

By Diana Hammack

Beginning Balance	\$3203.48
Telephone	-\$43.53
Office Depot (Shredder, bags & files)	-\$106.50
<u>Misc. Reimbursement</u>	<u>+\$</u>
Ending Balance	\$3035.14

Diana referred to August Minutes regarding concerns about the high phone bill which she confirmed was correct. There were a few work orders for the phone. Reimbursement she thinks was \$18.25 but will have to check on it. Lisa said the balance is a bit higher because it now includes a fund that she was unaware of that was being used for other things so she had them put together. The fund was for previous SC members to use for whatever but no longer exists in that form.

Chairs Report

By Lisa Martin

Lisa stated she had some talks regarding compensation for Staff Council member meetings, etc. and to please inform your supervisors where, when you are going and for how long, ahead of time. Use your calendars, email, etc. Also, if you are not able to attend a meeting, to let her know ahead of time, preferably via email.

The Senate Bill, SB330, which has changed to 18B-7-1, is now a Law. It refers to classified employees compensation throughout the state. Paul stated the 330 code was originally passed by Legislators in 2011. It refers to RME (Relative Market Equity) and the person(s) who came

up with it based it on a college that had several different employee titles, very different from WVU. We are being outnumbered by votes with these provisions. Most of the ACCE are in favor of this bill as well as some other University officials in other counties with a very small number of faculty and students in comparison with WVU. Classified staff has no one on the panel to travel to that part of the state. There was a classified staff member from WVU Tech on the panel but she was removed from the panel group.

Lisa then introduced the guests, Lisa DiBartolomeo, Sheila Securro and Bob Griffith and thanked them for being there.

The informational meeting regarding the code will be held Monday at the Museum Education Center (old Erickson Alumni Center). She encourages classified staff to attend. She will be there to help with the discussions. She invited the guests today to get their perspective on it. It could affect one group over the other group depending on the interpretation of it.

Sheila Securro explained it was originally a bill that pertains to personnel administration and WV state code. Dixie Martinelli stated when it was first introduced it basically was something that just rewrote some things regarding compensation and sick leave, etc. and over the years there have been many additions to it. She expressed her concern with it being very detrimental to this institution's recruitment and retention; that we need to somehow clean it up because we cannot ask for it to be rescinded.

Lisa Martin explained the Relative Market Equity is basically when they take someone in your positions in the state - not our surrounding regions - and compare salaries.

Sheila Securro added that Fox Lawson is a consulting group hired by the Higher Education Policy Commission to lead the RME study regarding Faculty and Classified Staff positions. They compared 29 disciplines for Faculty and 98 positions for Classified Staff. The RME consists of the calculated relationship between the average salary with each Classified, Non-Classified, and Faculty positions in each group; each group must fall within 5% and if not, we don't get pay increases that year. This takes three years of data to determine.

Lisa DiBartolomeo added that it takes the decision making power out of the hands of the President and BOG and into the hands of legislators in Charleston. They and HEPC will basically be able to direct the President and other officials who they can and cannot hire. It's also stating we could face punishment, coercive sanctions, if we do not go along with them. This study has cost \$180,000 and it's not even completed.

Bob Griffith said that Faculty, Staff, Students and Extension employees all over the state need to express how bad these provisions are for WVU and to let the BOG determine what we should be paid. Lisa D. explained Marshall University has the same amount of employees as a whole as

WVU has in its Maintenance department alone. This is a prime example of an unfair comparison.

Nancy Bremar wanted to remind everyone November 5th is the annual or semi-annual Extension meeting at Jackson's Mill and Lisa Martin added that day is also the PEIA meeting at Ramada from 7-9 p.m.

Lisa Martin will make a list of talking points after Monday's forum to take to Charleston. Nancy suggested an email from the President to all WVU employees and students regarding the SB330 (18B-7-1) forum on Monday. Lisa stated it will be webcasted.

Lisa said in regards to the Treasurer's Report, she believes with the new funds the total should be \$4385.14. Diana will check on it. Motion was made and seconded to approve the Treasurer's Report. All approved.

Nancy motioned to ask President's office if they would pay for Faculty, Classified & Non Classified Staff Brochure as a united front. Motion was seconded. All approved.

ACCE (Advisory Council Classified Employees) Report

By Paul Martinelli

Paul reminded everyone it will soon be time to begin the drafting of the 2014 Legislative Brochure.

He also mentioned contacting Legislators regarding the SB593 Tobacco Tax bill for their support to increase the tax by \$1.00 a pack with the addition being directed to higher education.

Paul informed everyone that Marshall University gave their 600 classified staff employees a \$600 raise and stated President Clements' goal is for WVU salaries in 2015.

Handouts:

Staff Council and ACCE Report October 16, 2013

Fox Lawson's Q & A

STAFF COUNCIL AND ACCE REPORT OCTOBER 16, 2013

Paul R. Martinelli, ACCE Representative and
Staff Council Professional Classification

WVU Staff Council Meeting
J. West Room - Coliseum

- I. HEPC (Higher Education Policy Commission)
 - WVU-Marshall Authority – Invest Funds Differently
 - State Revenue Option Impacts State Budget
 - Competitive Pay Campaign
 - Governor: No Pay Raises, No Tax Increases
 - West Virginia State & Local Taxes

- II. ACCE (Advisory Council Classified Employees)
 - Marshall Classified Staff Will Get Bump in Pay 11/1/13
 - Higher Education Should Be A Higher Priority
 - Payroll Cards Facing Legal Scrutiny
 - Fox Lawson List of 45 Submitted Questions
 - Poverty Unchanged – Fifth Straight Year

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III. Staff Council

- Frequency of Pay Update
- All Universities, Too, the Rich Grow Richer
- The Rising Cost of Health Care – Is It Slowing Down?
- Emergency Rule Draft – Facts for Higher Education Act

IV. Higher Education Information of Interest

- New Bill – Raise Taxes on Tobacco
- Governor Requests Budget Adjustments
- State Officials Confident Tax Increases Not Necessary

V. Future Meetings

- October 23-24, 2013 ACCE Meet – Marshall University, Huntington, WV
- October 21, 2013, Open Forum, SB330 Discussion, 3:00 – 5:00 P.M. Art Education Center

BOG Report

By Dixie Martinelli

The meeting was held on Sept. 26 – 28 and it was staff's opportunity to meet for their annual presentation to the board. This year's presentation was a recap of last year's on facilities, service group, dining group. There are three new board members this year. The board was very appreciative of the work done by classified staff.

Robert Bolyard presented a day in the life of a classified staff. He works in the Human Gift Registry at the HSC. He was asked several questions after giving his presentation and even got choked up because his daughter is in Medicine and named one of the cadavers.

Dixie gave a presentation on the challenges of day to day living in a high cost area in hopes that everyone can work together to give a cost of living increase. The presentation was received well and the Chair of the BOG stood and asked that all classified staff be applauded for their work and dedication to WVU.

Dixie stated the BOG members are supportive of a cost of living salary increase and she believes they want to make it possible but they rely on the Administration's budget report to guide their logic.

The SB330, which is now law, was discussed as well and some items regarding it have been asked to keep confidential, as it is still in the works. Several BOG members have supported the discussion with legislators and the HEPC to change some of the verbiage that outlines what the President can/can't do without the HEPC overseeing it as they are very worried about the President and this institution.

Committee Reports

Joan Baldwin was reappointed to the Athletic Council. She is unsure when the meetings will be but said they are held 3 – 4 times a year. She will check in with Cathy Martin to get up to speed since the last meeting she attended.

Larry Baldwin, Parking and Transportation representative, said all HSC parking permits have been seized and all new employees must park at the Coliseum and walk over to the PRT to ride over, but what about the days when there is no school and no PRT's are running? For instance he has a new coworker that had that problem one day and he didn't know he could get a bus or even where to get a bus.

Larry said he saw 200 empty spots one morning from top of area 84 to the pit of area 81. He was told because not all people start work at the same time. He said he has seen contractors, Ruby employees, NIOSH (National Institute for Occupational Safety & Health) employees parking in those spots. He has asked about this and why there are so many employees who don't have adequate parking and he gets the run-a-round all the time.

Louise Fletcher suggested everybody pay \$20 a month for parking, across the board with the exception of garages or be pro-rated.

Beth Ann McCormick explained where she is, at the School of Medicine, that they are charged \$10 a day for each applicant that comes there and they have as many as 12 per day. So, they are paying up to \$120/day total. The problem is that when an applicant visits the school, they are told to park in the garage. Usually the garage is full and they have no choice but to park elsewhere and get ticketed. She said she sent 443 emails to applicants recently explaining if the garage is full, to park in area 81 and if they get ticketed to bring it to the office and they will take care of it. But, since they usually have to catch a flight or return a rental car, they end up just paying the ticket.

Dixie suggested all Parking and Transportation have control over parking and that it goes by seniority.

Committee Reports

Compensation Committee:

Linda Campolong

Health Sciences state workers losing their positions and being forced into court.

Per State Code 18/11C #9: The Corporation may utilize both corporate employees and University employee personnel on or after the transfer date. Each University employee working in the hospital shall elect to either becoming a corporate employee or University personnel. No University employee may be required to become an employee of the Corporation as a condition of employment or promotion. All University personnel are employees of the University in all respects.

Jim Morris will look into it because he's not sure if that will force the hospital to keep Student Health employees as University employees.

Pam Eddy, who works in Student Health, stated their move could be as early as Jan. 1 or July 1 and they will be considered hospital employees on Dec. 16.

Tuition Assistance:

Beth Ann McCormick

Extended Tuition Assistance Application deadline to Nov. 1

Welfare Committee:

Linda Bise

Meeting held on Oct. 7 and they determined they wanted Marsa Myers - HR Training & Development, to come in to speak to them regarding opportunities of Training & Development for Supervisors and Staff. She will be attending the meeting on Nov. 4 @9:30 a.m. in the John Jones Conference Room HSC.

Former Staff Council member, Terry Dunson, spoke to her about making sure they put out the boxes for the Thanksgiving Food Drive at least a week before the students do.

Legislative Committee:

Nancy Bremar

She and Paul will be speaking to President Clements regarding a "Trifecta" brochure at next President's Meeting.

Lisa Martin proposed to talk about the Agenda for the upcoming President's Meeting. Items to discuss are:

- The Brochure
- SB330
- Nancy Bremar suggested that since morale is so low right now with no raise again this year that we propose a day off for Nov. 11th.

No Old and New Business today.

Meeting adjourned at 12:00 p.m.