

West Virginia University Staff Council Meeting Minutes

January 21, 2015

8:15 a.m.

Jerry West Lounge – Coliseum

Name	Title	Department	Present
Baldwin, Joan	Nutrition Outreach Instructor	Extension Services	Yes
Baldwin, Larry	Electrical Technician	HSC	Yes
Bise, Linda	Program Assistant II	HSC	No
Bolyard, Emmitt	Purchasing Assistant I	Facilities Management	No
Bremar, Nancy	Nutrition Outreach Instructor	Extension Services	No
Bright, Karen	Nutrition Outreach Instructor	Extension Services	No
Campolong, Linda	Housekeeper	RFL	Yes
Campolong, Ron	Trade Specialist	Facilities Management	Yes
Crabtree, Joan	Supervisor Campus Services	Facilities Management	No
Eddy, Pam	Grants Resources Specialist	Dept. of Medicine	Yes
Fletcher, Louise	Traffic Enforcement Officer	Transportation/Parking	Yes
Hammack, Diana	Accounting Clerk	Biology	Yes
Martin, Lisa	Project Coordinator Senior	Event Management	No
Martinelli, Dixie	Office Administrator	Extension Services	Yes
Martinelli, Paul	Program Manager	Extension Services	Yes
McCormick, Beth Ann	Admissions Coordinator	School of Medicine	Yes
Morris, Jim	Assistant Vice President	HR Employee Relations	Yes
Wodzinski, Amy	Program Coordinator	FIS	Yes

Submitted By: Janelle Squires, *Administrative Secretary, Staff Council*

Call to Order

The meeting was called to order by Staff Council Committee member, Dixie Martinelli, at 8:15 a.m. and quorum was established. The sign-in sheet was passed around for members to sign.

First Business

Approval of December Minutes motioned by Beth Ann. Joan B. seconded. All in favor and motion was carried.

Treasurer's Report

By Diana Hammack

Diana reported a beginning and ending balance of \$4331.07 with no new expenses for the month. The phone bill should be reflected in next month's report.

Pam motioned for approval of Treasurer's Report. Joan B. seconded. All in favor and motion was carried.

Chair's Report

(Postponed)

ACCE (Advisory Council for Classified Employees) Report

By Paul Martinelli

Paul provided some handouts for the group including the new communication, *Under the Dome*, a weekly update of the West Virginia Legislature provided by the WVU's Office of State, Corporate, and Local Relations for faculty and staff of WVU.

He recommends reviewing the summary of special funding that details how much was cut from the budget. One particular program that has been affected is the Fire Academy at Jackson's Mill. Rob Alsop, Vice President for Legal, Governmental Affairs and Entrepreneurial Engagement, had suggested that all volunteer firemen contact their local legislation and express how important this program is because countless cities and towns in W.V. have to rely on volunteer firemen.

Another item that Paul wanted to mention is the progress on the Emeritus status for classified staff for eligible retirees that offer many of the same perks as faculty emeritus status does.

Beth Ann added that they are allowing retired persons to retain their email address, upon request, as part of the WVU Retirees Association. Joan B. mentioned they are also given free passes for all WVU sporting events, excluding football and basketball.

Paul reported the search for the new Dean/Director of Extension Services is coming to an end with four candidates remaining. He has been serving on the committee for the past nine months. The current interim Director has been in this position for four years and is one of the four candidates.

One of the candidates, who is from Penn State, visited the campus yesterday. He had also spent a year or two in Afghanistan. Paul reported a very good turnout with many questions asked. During the live interviews, held in the Mountainlair, is the location for all four candidate interview sessions.

Another candidate, from Michigan State University, is expected to arrive tomorrow. The other two will follow with their visits in February.

Paul relayed that Glensville State is currently facing financial problems as well as WVU Tech and Concord University's enrollment has been steadily decreasing.

BOG (Board of Governors) Report

By Dixie Martinelli

Dixie reported that a meeting was held on December 19, 2014 which Dixie had conferenced in. They mainly discussed the recent purchase of Mountain State University in Beckley which is in its final stages. It is expected to open up academic possibilities and economic factors in the southern part of the state. Residents in that area have expressed that they welcome WVU there and believe that it will be very good for their community. It is expected to raise our enrollment by 2,000 students.

During the meeting, they also discussed the hiring of a new Athletic Director which has been accomplished as of today. It is believed to have saved over \$400,000 by conversing with others and President Gee making the final decision. A headhunter for a position such as the AD would have been over \$300,000.

The next BOG meeting is scheduled for February 19th – 20th with faculty presenting this time. They have requested a luncheon in hopes for a better turnout than the past few years.

Committee Reports

Compensation Committee

By Linda Campolong

Linda reported they had met with Jim last Wednesday regarding flex-time. Jim stated they are tweaking the flex-time guidelines for more clarification. It seems to be mainly a Facilities Management issue.

If an employee has a doctor's appointment, they should take sick leave; not make up the two hours the same week. On the other hand, if roads are icy during morning commute to work and you need to take your time or wait a bit before heading out, then that should be something to work out with your supervisor and utilize flex-time.

Jim and Amber will have one more meeting with management and should have this issue finalized.

Linda added that one suggestion she gave to Jim is to allow the supervisors make the call. Some situations are fluke things, such as sleeping in, or a flat tire. She understands if you are out for four hours, that most certainly should be sick or annual.

Legislative Committee

By Joan Baldwin

Joan reported she had spoken with the Chair, Nancy, via phone this morning and has a few items to report. She also requested the Committee meet for a few minutes after the meeting today.

Karen informed them that she will have the brochure draft completed today. It will be given to Sarah Smith, Associate Vice President for State, Corporate and Local Relations, for approval and then given to Lisa. The council will then have a chance to review it and vote on it.

Tuition Assistance

By Amy Wodzinski

Amy and Beth Ann gave their report from their morning meeting prior to the start of the Staff Council regular meeting. They had made some changes to the Tuition Assistance Eligibility Requirements that is featured on our website and have given those to Janelle to update. Specifically, the clarification of what higher education institutions are acceptable to attend which are WVU affiliates and Fairmont State.

Athletic Council

By Joan Baldwin

Joan reported she was invited to attend the press conference for the new Athletic Director, Shane Lyons, who previously held the position of Deputy Director of Athletics at the University of Alabama. She believes President Gee made a good choice.

Director Lyons spoke of core values and the need for all departments to follow regulations. Education and scholarships are at the top of his agenda and wants to graduate athletes. He also spoke of making any necessary improvements and renovations to our facilities and understands the challenges with the budget. He believes we can achieve what needs done with what we have to work with. He stated he wants student athletes to win in sports and in the classroom.

Jennifer Fisher, Executive Officer of Policy Development, informed her that they will hold a meeting in February with another meeting in March.

Linda C. inquired if he will consider a reduced price for tickets; Joan relayed it is not on his top ten list right now but will look at it at a later time.

Ron suggested the council invite him to a future meeting.

Transportation & Parking

By Larry Baldwin

Larry reported Parking had canceled the meetings for November and December.

Pam informed the group she had received an email from Parking requesting her to fill out paperwork for her ADA parking permit. They have had issues with non-ADA personnel parking in ADA spaces.

Paul and Dixie inquired to Louise about when county Extension employees visit for a week for work purposes, if they have to pay for a permit for the entire week. Louise confirmed they would

need to obtain a permit through Kim Hartsell, Assistant Director of Parking Management which would cost \$7.50.

Louise suggested that there are certain circumstances but to contact Kim regarding their concerns.

Welfare Committee

No report today.

Old Business

Paul had recently sent the group an article via email that was featured in *The Charleston Gazette* regarding how much state money institutions receive for athletics. It stated that WVU receives .04% and Marshall receives 28% in funding.

New Business

Dixie informed the group that she, along with Lisa, Paul, Nancy, and Jim met with Rob Alsop, Vice President for Legal, Governmental Affairs and Entrepreneurial Engagement and Narvel Weese, VP of Finance and Administration regarding the 40 hour work week. They directly asked if this will be implemented and they confirmed that it will. Narvel inquired if Staff Council would be support it. Dixie and Lisa explained they could not answer that as they feel they need to take a vote.

Dixie suggested a compensation plan be offered as well. Narvel had confirmed that was their plan. He also mentioned that 50% of employees support it per the survey. Dixie and Jim added that they had also conveyed per their comments that they would support the 40 hour work week proposal if the salaried employees (those exempt from overtime) would receive some salary increase.

She also believes in regards to flex-time, that it should be left up to each department how they work that out because traffic at 5:00 p.m. is bad enough but if the entire university is getting out at the same time, it would be extremely congested.

Dixie will recommend to Lisa that Linda C. is appointed to represent classified staff on a Compensation Committee.

Dixie had recently heard on a radio program that they are looking at making a national 40 hour standard work week; which she thought was. Jim indicated that is in relation to the Affordable Care Act. The current law now states that employees who work 30 hours or more a week are eligible for insurance benefits. There is currently a bill in Congress in regards to the Affordable Care Act to make it 40 hours a week in which workers would be benefits eligible.

Senator Plymale has introduced a bill to exempt all higher education institutions from moving to the new OASIS. Jim agreed they are working toward obtaining our own payroll system.

Linda C. stated the HEPC (Higher Education Policy Commission) is aware of WVU's plans to move to a 40 hour work week, however, state code says that all state employees work 37.5 hours/week. During our meeting with ACCE last October, many members weren't in favor of the 40 hour work week and she is wondering how that will affect the rest of the state.

Dixie believes WVU will try to get exempted from many different areas of higher education issues. Rob Alsop is corresponding with HEPC to let them know what a complex process it is to move to OASIS.

As far as the classification system is concerned, she believes we need a group of employees from WVU such as staff, faculty and HR looking at wages and positions in this area as opposed to the state as a whole. Linda C. added that with the recent statistics regarding Morgantown being a much higher cost of living area, that information would attribute to that goal.

Jim added that it would be beneficial to have Staff Council team up with administration to move these initiatives forward to present to the BOG, legislature and HEPC.

Jim reiterated what President Gee had stated that if they can't give us more money, give us more flexibility.

The group discussed how to provide a statement of their support, when the time comes, of the proposed 40 hour work week only with the offering of flexibility and a compensation package for salaried employees. They agreed that they need to see what kind of compensation will be offered.

Jim stated HR is currently in the process of analyzing different options and working with an outside source who specializes in compensation.

Dixie is concerned with those employees who have the Medicaid assistance based on their incomes and if they will not be eligible if their pay increases by a margin. This is an issue that legislators need to realize and consider raising the poverty level.

The President's Meeting is scheduled for Monday, January 26, 2015 at 11:00 a.m. Items on the agenda are as follows:

- Update on the discussion of the compensation package for the proposed 40 hour work week
- Overall consensus regarding where WVU fits in the legislature now that everyone is in place
- Update on search for the HR Director
- OASIS update

Diana made the motion to adjourn. Beth Ann seconded. All in favor and meeting adjourned at approximately 11:15 a.m.