

# West Virginia University Staff Council Meeting Minutes

June 18, 2014

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	Yes
Bremar, Nancy	Nutrition Outreach Instructor	Extension Services	Yes
Bright, Karen	Nutrition Outreach Instructor	Extension Services	Yes
Campolong, Linda	Housekeeper	RFL	Yes
Campolong, Ron	Trade Specialist	Facilities Management	Yes
Crabtree, Joan	Supervisor Campus Services	Facilities Management	Yes
Eddy, Pam	Office Administrator	Student Health	Yes
Edwards, Tiffany	Administrative Secretary	HSC	Yes
Fletcher, Louise	Traffic Enforcement Officer	Transportation/Parking	Yes
Hammack, Diana	Accounting Clerk	Biology	No (excused)
Martin, Lisa	Project Coordinator Senior	Event Management	Yes
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	Director	Employee Relations	Yes
Wodzinski, Amy	Program Coordinator	FIS	Yes

**Submitted by:** Nancy Bremar, Vice Chair of Staff Council

**Guest Speakers:** Sheila Securro, Executive Director – Classification & Compensation

Linda Strawser, Director – Payroll

## **Call to Order**

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

## **Treasurer's Report**

No report today.

## **Chair's Report**

By Lisa Martin

Staff Council's secretarial position has been posted. On Monday, June 23, 2014 we will see who has applied and then select the appropriate person.

On June 3<sup>rd</sup> – Selected classified staff were able to meet with Dr. Gene Budig and Dr. Peter McGrath.

Our questions that they presented and wanted our feedback was on the following.

1. What are West Virginia's most significant challenges?
2. How can WVU help to meet these challenges?
3. How should WVU change to better serve West Virginia's needs?

We only had a half an hour to meet with the two ex-presidents.

On June 5<sup>th</sup> – I attended the BOG meeting at Jackson's Mill. Everything was going well and a good presentation by the WVU Extension Service until the Budget report was given to the BOG and the mention of the 40 hour work week. This was reported through the media.

On June 13<sup>th</sup> – Paul Martinelli, Dixie Martinelli, Nancy Bremar, and myself met with Narvel Weese, VP for Finance. We voiced our concerns over the news going out on the 40 hour work week with a list of questions presented to Narvel. He indicated that only he came up with this "big idea" to get more money into classified staff's pockets. He said this will be on-going dialogue over the next several months to see if classified staff wants the change and if it is feasible and legal through HEPC.

I need to mention the lack of participation in Staff Council. Not to just show up here once a month, but too fully participate and put forth the extra effort for your fellow employees.

## **ACCE Report**

By Paul Martinelli – (see if Paul can send you his information)

## **BOG Report**

By Dixie Martinelli

BOG Meeting for June 2014

On Wednesday, June 4<sup>th</sup> at 1:00pm we had an audit committee meeting. We were introduced to our new auditors from Clifton, Larson, Allen. The Principal Auditor Don Loberg was there and introduced his team Chris Knopik, Daniel Persaud. They seemed excited to be part of WVU's financial advisors.

At 2:45 on Wednesday, We had our Facilities and Revitalization committee meeting. We were updated on several construction items and given an explanation of how our money is expended on the new construction. We have entered into several contracts with developers that lets us put up no cash, but

will we receive payments from these on-going ventures. We have the land and developers put up the buildings, ect. And we will receive a portion of the revenue for 30 years and then the building is ours.

On Wednesday evening we had a short meeting at the Hilton Garden Inn in Bridgeport. We then headed to Jackson's Mill the next morning for a presentation by the Extension Service, Steve Bonnano and Ann Berry. The BOG was excited to hear all of the different things that Extension does for 4-H and people throughout the state. They toured JM and didn't realize how much property JM incorporates. We were presented with the proposal of tuition increases. It passed, but Ryan Camplione noted that he was not in favor of raising tuition and that we needed to fine alternative ways of raising money for the institution instead of increasing tuition. "Increases should not be the result of increased tuition"...President Gee agreed that alternative funding needed to be looked into for future increases and running the institution. Also, the 2015 budget was put out there for approval. Part of the budget was the idea that WVU will have a group study the feasibility of a 40 hour work week to insure more money for staff and bring WVU into the rest of the country with a 40 hour work week. This will be discussed over the next few weeks by a committee and sent on to the HEPC for approval. This will be an ongoing discussion with the SC Chair, Vice Chair, BOG rep and ACCE Rep.

### **Committee Reports**

#### **Legislative Committee**

The Legislative Committee is set to visit the legislature on September 9, 2014. Appointments have not been confirmed, but Nancy and Joan Baldwin will be working on those.

#### **Welfare Committee**

They went over the campus smoking policy, Amendment #44 – Harassment, Cell phone use at critical times that may interfere with their job responsibilities.

#### **Election Committee**

Dixie Martinelli proposed to approve the new election committee procedures and was second by Pam Eddy. Approval of only the section of the new election process was passed.

It was decided that the selection of 5 election committee members be tabled until the August Staff Council meeting.

SC asked Jim Morris, ex-officio – HR about the emeritus status for classified staff and he is still working on it, but it appears that many institutions have this for their classified staff on their campuses.

Jim Morris also indicated that maybe we should invite a few people every month from different parts of the university to come to our Staff Council Meeting.

Jim also updated on the travel time for everyone from WVU traveling.

State of Emergency update

Remote Time-stamping

SC discussed the voting methods that could be used for this upcoming election.

### **Guest Speakers**

Linda Strawser, VP of Payroll gave a presentation on the Holiday pay and different scenarios of pay for non-exempt employees.

Sheila Securro, HR spoke on the compensation plan now in place for WVU employees. We are still bound by Series 8 rule. She explained about the different committees that have been formed to assist HR in making the right decision on requested reviews. PIQ's when, how often they need to be submitted. It is usually on a 3yr basis. It normally takes 45 days for a review of a PIQ, but HR is averaging between 15-20 days. She mentioned that HR positions are reviewed separately by a committee made up of several different classifications from different departments.

Pam Eddy motioned to adjourn.