Minutes
WVSU Classified Staff Council
September 12, 2007

Call to Order. A meeting of the West Virginia State University Classified Staff Council was held at 3:00 p.m. on Wednesday, September 12, 2007, in the Drain-Jordan Library Conference Room. The meeting was called to order at 3:04 p.m. by the chair, Mrs. Millie Booker. Other members present were: Ms. Carla Blankenbuehler, SGT William Porterfield, Mrs. Beverly McVey, Ms. Sherri Cox, Mrs. Sharon Smith Banks, Mr. Steve Carpenter, Ms. Crystal Walker, Mrs. Janis Bennett, and, Mrs. Laura McCuollough.

Approval of Agenda. Ms. Blankenbuehler moved that the agenda be approved as presented. Mrs. Banks seconded the motion and the motion carried.

Approval of Minutes. SGT Porterfield moved that the minutes for the July 11, 2007 meeting be approved. Mrs. Banks seconded the motion and the motion carried.

ACCE Report. SGT Porterfield distributed copies of two documents regarding classified employees by years of service as of fall 2006 and, the Classified Employees by Pay Grade and Years of Experience October 2006 Data Collection. He informed that some positions may begin requiring a minimum of an associate degree, but it is not necessarily based on pay grade. SGT Porterfield said that Mr. Dennis Taylor, from the Higher Education Policy Commission, has been invited to speak at the next West Virginia State Community and Technical College Classified Staff Council meeting, and members of the University's Classified Staff Council may want to attend.

He provided information on two legislative bills that relate to public higher education: a capitol improvement bill that would take some of the financial burden off of students by establishing a committee that would evaluate projects throughout the State and divide the funds among the higher education institutions; and, House Bill 209, where $725,000 was allocated to WVSU and $952,000 to Bluefield State College for lost Title III funds. This bill also provided supplemental funding the CTCs who are administratively linked to help offset funds that were lost when tuition and fee increases were not approved. The next ACCE meeting will be held on September 28, 2007, at West Virginia Osteopathic School of Medicine.

Treasurer's Report. Mrs. Bennett reported that the Council's budget for this fiscal year is $1,400. She said that $250 was spent on the chair's travel to a leadership conference, leaving a balance of $1,150. She has requested that the R&D Corporation set up an account for the Council's fund raisers. Mrs. McCullough donated $20 to establish the account. She noted that the treasurer and chair will
have to sign off on any expenditures from that account.

Homecoming Update. Ms. Walker informed that the hot dog sale to help raise funds for the Homecoming booth is scheduled for September 25th in Wallace Hall from 11:00 a.m. to 1:00 p.m. Hog dogs will be sold for $1.00 each or two for $2.00. A request will be sent out via e-mail for volunteers to help with the sale. On October 13th, the Council will sale Italian sausage sandwiches and spirit scarves. Ms. Walker said that the Homecoming committee will begin decorating the float in the next two weeks.

Old Business. Mrs. Bennett said that she did not get to look at the Constitution and By-Laws to see if anything has been superceded by WV Code. Mrs. Banks informed that the Constitution and By-Laws were revised during her tenure as chair which were given to her successor. Mrs. Booker said that she will try to locate the revised version and have copies for the next meeting.

New Business. Mrs. McCullough asked that, since the benchmark job descriptions were not sent to all classified employees, the chair or ACCE representative provide everyone with a copy.

Adjournment. There being no further business, and on a motion duly made and seconded, the meeting was adjourned at 3:42 p.m.

Respectfully submitted,

Crystal Walker
Secretary