

WVSU Classified Staff Council

Meeting Minutes
October 21, 2015

Opening

The regular meeting of the WVSU Classified Staff Council was called to order at 2:30pm on October 21, 2015 in 122 Wallace Hall by Robin Tabor, Chair.

Present

James Buchanan, Daisy Squirts, Robin Tabor, Jerry Miller, David Hays, Wayne Smith, Nancy Sims, Tracey Owen, William Porterfield.

Guest

Sue Kelly.

Approval of Minutes

The minutes of the September 23, 2015 meeting were approved as written.

Reports

Robin Tabor, Chair shared with the Council the topics covered in the meeting with Dr. Hemphill. Those topics included:

- Professional development opportunities for classified staff. It was recommended that the Council meet with Joyce Chaney, Director of HR to discuss professional development opportunities. A motion was made by Daisy Squirts to create a sub-committee to address this. The motion was seconded by Tracey Owen. Discussion: the number of people for the subcommittee should be 3-5; members of the sub-committee must be classified staff. The motion carried with no opposition.
- There will be faculty and staff mixers at the President's home in the Spring to get to know other employees.
- Tuition waivers are being considered for classified staff at 50% funding level. The item will be discussed with Melvin Jones, VP of Business and Finance and must be presented and approved by the Board of Governors.
- A request for additional travel funds of \$600 was approved by the President.
- Annual letter of appointment that we used to receive was discontinued and now only goes to new employees and any change in employment status.

Daisy Squirts, BOG Representative reported:

- Anne Brothers-Smith is the new Chair of the BOG.
- The BOG discussed that WVSU can manage a 3-4% budget cut without layoffs.
- Last year there was a \$2.3 million cash reserve; this year cash reserves will be at either \$2.6 or \$3.6 million, Ms. Squirts was going to qualify the actual amount reported.

- Dr. Hemphill will announce a significant financial contribution being committed to the University on November 9.
- WVSU is expanding its programs; offering more 100% online opportunities; increase in enrollment; increase in transfer students; increase in retention rates; increase in on-campus residents.

Robin Tabor, ACCE Rep reported that she will try to attend the Interim Legislative Sessions to observe experienced members interactions with legislators.

James Buchanan, Treasurer reported:

- The current amount in the Classified Staff Budget is \$566.44.
- The paperwork to increase the Classified Staff travel budget had not yet been generated. A follow up with Ashley Schumaker to investigate will ensue.
- The balance of the Classified Staff Scholarship is \$1087.65. Awards can be dispersed immediately, but it is recommended that the Council pursue measures to grow the fund. The scholarships can be awarded to students and classified staff members. Previously, the Chair would select recipients, but Robin Tabor wants the Council to create guidelines for awarding, eliminating the one-person decision. Send recommendations to her.

Robin Tabor now has access to the Classified Staff webpage. She requested recommendations for design and content. David Hays mentioned that Chad Baire in the Bookstore has expressed interest in assisting with that.

No comments regarding the draft constitution sent out previously have been received at this time

Announcements

None

Adjournment

Meeting was adjourned at 2:52pm by Robin Tabor, Chair. The next general meeting will be at 3:00pm on November 18, 2015, in the University Union.

Future meeting dates tentatively scheduled are listed below. Meeting time each date will be 3:00pm, location for each will be announced later.

Dec 16, 2015

Jan 27, 2016

Feb 17, 2016

Mar 16, 2016

Apr 20, 2016

May 18, 2016

June 15, 2016

July 20, 2016

Minutes submitted by: Jerry Miller, Secretary

At the conclusion of the meeting, Sue Kelly presented possible PEIA cuts affecting all staff and faculty. The attached documentation was dispersed. Her PowerPoint presentation will be added to the Classified Staff webpage.