

## **Marshall University Classified Staff Council Minutes**

June 23<sup>rd</sup>, 2011, Drinko Library Room 138

**Members Present:** Nina Barrett, Johnny Bradley, Bernice Bullock, Mike Dunn, Toni Ferguson, Carol Hurula, Leonard Lovely, Dwayne McCallister, Jan Parker, Kelly Preston

**Members Absent:** Barbara Black, Diana Bradley, Tootie Carter, Ronnie Hicks, Jennifer Jimison, William Lewis, Kris Standifur, Jennings Stiltner, Joe Wortham

**Guests:** Michelle Douglas, Lisa Williamson, Miriah Young, Barry Dickerson

The meeting was called to order by Chair Nina L. Barrett.

### **Ms. Michelle Douglas – Human Resources**

Michelle said that there weren't many updates to report at the present. Human Resources is still working on getting some of their employees moved and transitioned into their new space on the 3<sup>rd</sup> floor of Old Main for the training facility. An email was sent out regarding the upcoming salary increase, which included information on how to find out more about it. Michelle said if people aren't getting the help they need from that resource to let her know.

The State's Chief Human Resource Officers had a retreat that Michelle was unable to attend, but after having a conference call with other CHRO's she said it proved to be a very productive meeting. Senator Plymale attended on one of the days.

Michelle said they are struggling to get nominations for employee of the month, and asked that Council help spread the word that they are seeking nominations.

### **Approval of Minutes**

The May minutes were approved as written.

### **BOG – Mike Dunn**

Mike was unable to attend the June Board of Governor's meeting and had Sherri Noble go in his place to take notes, which are attached on pages 4-5. Officers were not elected at that meeting so Mike said that would be done via phone conference in a few days and he would send out the results to Council members (Attached – page 6).

### **ACCE – Mike Dunn**

Mike said that ACCE had a conference at Canaan Valley from June 13<sup>th</sup>-15<sup>th</sup>. It was a good conference with Shenita Brokenburr in attendance the first day. The conference was based around the topic of "Building our Future Together" and starting in either July or August committees consisting of ACCE members and Human Resource Officers will begin to meet and work side by side on going through SB 330, and once that starts Staff Council will begin to be called upon for input. The RIF part that calls for a study to be done in January will probably be something that they send paperwork out about in July.

Regarding Outsourcing, Mike believes it will take longer than the 1<sup>st</sup> year since it will take some time to ask the right questions and be able to gather the right information, but it will get done. Right now he said they're going to redo a Market Study, and work on other things that had previously been started but never finished like Performance Management. When October comes, 22 out of 26 institutions in the state will be fully funded. The 4 institutions that will not be fully funded are Marshall, WV State, and Glenville out of the 4-year institutions and Southern from the 2-year institutions.

Powerpoints and notes from the June 2011 ACCE Conference can be found at the end of these minutes beginning on page 7.

### **Committee Reports:**

***Election Committee – Joe Wortham*** – There were two elections held in the 2010-2011 fiscal year. The first was only to vote “yes” or “no” to a suggested change for the Classified Employee Constitution which was defeated. The second was a regular Staff Council General Election where all 25 EEO members, Chair, ACCE representative and BOG representative were all elected. The constitutional amendment was also included on the ballot again, and this time it passed.

***Personnel/Finance Committee – Johnny Bradley*** – There hasn't been much activity with the Personnel committee but Michelle is supposed to contact Johnny and Leonard for help making revisions to the Staff Handbook.

***Physical Environment Committee – Bill Lewis*** – The only item that had been on the Physical Environment Committee was to pave 20<sup>th</sup> street and parts of Commerce Ave which wound up being taken care of.

***Legislative Committee – Carol Hurula*** – Senate Bill 330 was the main Legislative concern, which was covered by Mike's ACCE report and attachments.

### ***Staff Development Committee – Carol Hurula*** –

Flower fund: In the last year we have sent out 12 flower arrangements, mostly from our Flower Shop, but a couple of the funerals were not local and had to be wired. There were a couple of times we tried to have something delivered but were unable due to remote locations. All in all, the amount spent on flowers in the last year was \$480.45. There were also various cards sent out to staff members at various times for illness and deaths.

### **Waivers:**

Fall 2010 – 33 On-campus hours awarded

24 E-course hours awarded

Spring 2011 – 61 On-campus hours awarded

12 E-Course hours awarded

Summer 2011 – 24 On-campus hours awarded

### Faculty Senate Committees

#### Announcements:

Nina announced that her name is included on the lawsuit trying to bring a stop to the Huntington proposed Occupation Tax. Her name is on the lawsuit as a representative of the 600+ Classified Staff Members of Marshall University. At a previous meeting Council approved a Recommendation stating our opposition to the Occupation Tax and recommending that Marshall University not allow it to be deducted from the employee's paychecks based on the unconstitutionality of the tax. The document is still in the President's office awaiting approval or disapproval from Dr. Kopp.

Regardless of Dr. Kopp's approval or disapproval of the Recommendation a movement was made by Johnny Bradley and seconded by Leonard Lovely to send a letter to the Auditor's office recommending that we not have the 1% Occupation Tax deducted from our paychecks until all legal remedies have been exhausted.

Movement Passed

There being no more business, the meeting was adjourned.

Minutes taken and prepared by: \_\_\_\_\_  
Katie M. Counts, Program Assistant, Staff Council

Minutes approved by: \_\_\_\_\_  
Nina L. Barrett, Chair, Staff Council

Minutes read by: \_\_\_\_\_  
Stephen J. Kopp, University President