

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

February 18<sup>st</sup>, 2016, John Spotts Room MSC 2E37

**Members Present:** Chris Atkins, Jason Baldwin, Nina Barrett, Amber Bentley, Missy Browning, Patty Carman, Tootie Carter, Joe Chambers, Carol Hurula, Jennifer Jimison, Becky Lusher, Lisa Maynard, Tim Melvin, Marcos Serrat, Nancy Tresch-Reneau, Tony Waugh, Lisa Williamson, Rachel Williamson, Joe Wortham, Miriah Young

**Members Absent:** Toni Ferguson, Stacy Good, Leonard Lovely, Shay McComas, Donna Megquier, Larry Morris, Greg Pickens,

**Members Absent (Excused):**

**Guests:** Dr. Jerry Gilbert, Mary Ellen Heuton, Bruce Felder, Brandi Jacobs-Jones

The meeting was called to order by Chair Nina L. Barrett. Parliamentarian Joe Wortham confirmed we had a quorum.

### **Brandi Jacobs Jones**

Brandi had no report from the President but she introduced Ginny Painter, Senior VP of Communications and Marketing, to provide an update on a current marketing project.

### **Ginny Painter**

- Ginny announced that they're in their 3<sup>rd</sup> year of doing extensive marketing research with plans to turn the research into a marketing plan for the entire University to use for advertising, recruitment, etc.
- There has been SWOT Analysis, focus groups, and online surveys which has all been completed.
- Last fall Ms. Painter said they contracted with a higher education marketing firm called TWG to use the research to develop some possible creative approaches.
- TWG came to campus the last week of January and presented their concept ideas to about 7 or 8 different constituent groups including staff, faculty, students, community members, alumni, etc.
- The same proposal was favored by all groups and after the TWG firm does some more tweaking and determines the plan's receptiveness with Charlotte-area high school students, hopefully Marshall will be able to roll out an institution-wide marketing campaign.
- This is not about changing our colors, logos, or the "We Are Marshall" slogan. It's more about pictures of students with additional wording that was found to resonate with individuals:
  - I'm proud, I am a daughter of Marshall. We Are Marshall.
  - I'm curious, I am a son of Marshall. We Are Marshall.

### **Mary Ellen Heuton – CFO**

- Mary Ellen gave an update from the most recent Budget Workgroup Meeting:
  - Update on FY16 Budget: There still remains work to do but at the last Board meeting they showed a \$2.6 million hole they were still trying to fill that has now been reduced to just under \$1.1 million.
  - Once the FY16 Budget hole is \$0 they will look toward FY17 and beyond to begin working on a longer term budget than the current year we're in.
- OASIS – Mary Ellen said we currently have no answers on which direction we're going with bi-weekly or semimonthly pay.
- Non-exempt employees will be switching to hourly in order to use web time entry and make overtime and other things faster and easier.

*Is there a certain number that once we absorb a certain amount of a cut that we have to start looking at furloughs or layoffs?* Mary Ellen said she doesn't really have a number for that as long as our balance sheet is looking good like it can support us.

### **Bruce Felder – Human Resources**

- PEIA – the Human Resources website has been updated with the Healthy Tomorrows Plan Year 2016 requirements and an email was sent out alerting staff about their responsibility to get it completed or face a \$500 deductible increase.
- Employee of the Month Update – after months of working on revamping the program and also discussing it with Council both in the regular meeting and during other scheduled meetings, Bruce said they are ready to present their recommended changes to President Gilbert. He added that he will allow Staff Council's Executive Committee a final look before presenting it to Dr. Gilbert.
- The Mercer Salary Schedule is completed but premature, so they're finalizing before making it public. Mercer's suggestion has been to condense our 25 pay grades down into only 12 pay grades but with much larger ranges in salary in each.

### **Approval of Minutes**

December 17<sup>th</sup>, 2015 Minutes approved without changes.

### **Miriah Young – BOG**

There will be a Board of Governor's meeting the following Wednesday. Miriah will send the agenda as soon as she has one.

### **Miriah Young – Budget Workgroup**

- Dr. Gilbert has asked Mr. White to take over Budget Workgroup as part of what he's still doing on campus in addition to his legislative duties.
- The deficit at the State level is now at \$385 million and rising. There have been bills introduced for additional cigarette tax and pop tax.

- One of the pop tax increase bills recommends that an additional tax on pop be distributed between Higher Education and the County Health Departments.
- Based upon what Mr. White has guessed, Marshall may be looking at a cut to the FY17 budget of 8% based on the starting number we had last year.
- Beyond the current FY17 budget we're working on, Dr. Gilbert also wants a 5-year budget projection done. This will also help to take money out of reserves to invest if we can show where there will be a return a few years down the road.
- The Budget Workgroup is looking at creating a Strategic Priorities Reserve, which would be money for very specific pieces of equipment, ad campaigns, etc. rather than the former method of adding it into a department's operating budget.
- Budgeting for future buildings will also now include budgeting for keeping them running after they're built.
- The BWG is also trying to get the Operating Budget down to including the things that won't change that much from year to year for budget purposes.

### **Carol Hurula - ACCE**

ACCE will be meeting the following week here at Marshall.

- The following are some bills that can have an effect on Marshall:
    - HB 2446 – bill that would permit firearms on college campuses.
    - HB 4182 – would increase fees for any student taking more than 16 hours per semester.
    - HB 4012 – creates mechanism for employees to sue over requirements to implement their work duties if those duties interfere with their religious convictions.
- 

After much discussion of HB 4012 Staff Council unanimously passed the following motion condemning the bill and resolving to put the condemnation on the Staff Council website and distribute it to fellow staff members:

**The Classified Staff Council of Marshall University expresses its opposition to the passage of [HB 4012](#), The West Virginia Religious Freedom Restoration Act, on the basis that the bill, as written, would negatively impact the community's perception of West Virginia as a tolerant and inclusive place to do business.**

---

- SB 597 – Senator Plymale has introduced this bill which would block Cabell Huntington Hospital and it's proposed purchase of St. Mary's Medical Center from the Federal Trade Commission's scrutiny by exempting the nonprofit hospital from State and Federal antitrust laws.

### **Committee Reports**

***Election Committee – Becky Lusher*** – No Report

**Legislative Committee – Chris Atkins –**

Dates to remember:

February 22<sup>nd</sup> is the last day a SB can be introduced

February 23<sup>rd</sup> is the las day a HB can be introduced

February 26<sup>th</sup> is Marshall Day at the Capitol

February 28<sup>th</sup> bills have to be out of committee

March 2<sup>nd</sup> is “crossover day”

**Personnel/Finance Committee – Lisa Williamson –** No Report

**Physical Environment Committee – Nancy Tresch-Reneau –** The committee didn’t meet but has been getting information about how snow removal went, both positive and negative.

**Staff Development Committee – Miriah Young –**

**Announcements**

ACCE meeting is next Thursday February 25<sup>th</sup> if anyone can come stop in.

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

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

Minutes read by: \_\_\_\_\_  
Dr. Jerry Gilbert, University President