

## Marshall University Classified Staff Council Minutes

March 16<sup>th</sup>, 2017, John Spotts Room MSC 2E37

**Members Present:** Chris Atkins, Jason Baldwin, Nina Barrett, Amber Bentley, Missy Browning, Patty Carman, Tootie Carter, David Childers, Carol Hurula, Becky Lusher, Lisa Maynard, Tim Melvin, Amad Mirzakhani, Larry Morris, Nancy Tresch-Reneau, Tony Waugh, Joe Wortham,

**Members Absent:** Toni Ferguson, Jennifer Jimison, Leonard Lovely, Shay McComas, Donna Megquier, Rachel Williamson, Miriah Young

**Members Absent (Excused):** Marcos Serrat

**Guests:** Dr. Gilbert, Ginny Painter, Bruce Felder, Mark Robinson

The meeting was called to order by Chair Nina Barrett. Parliamentarian Joe Wortham verified there was a quorum.

### **Dr. Gilbert – University President**

- The governor was on campus the previous day to talk about his plan for roads as well as his budget plan. His plan to balance the budget is through revenue and not cutting.
- Dr. Gilbert had interviews with different individuals at the Capitol and on campus, and an article came out that morning quoting him about how devastating a 20% cut to higher education would be. He was also questioned on what impact the flexibility bill would have on the current financial situation, to which he said it wouldn't make much of a difference at all.

*House Education passed a resolution to study the sustainability of the current higher education system, which will be greatly impacted by additional large cuts to Higher Education – Carol Hurula*

*The previous day the Governor mentioned that Marshall needed to step up to the plate with reference to WVU. Do we know if that was in regard to WV Public Broadcasting or something else? – Chris Atkins – Dr. Gilbert has learned that WVU has had a large number of alumni and supporters who have been in communication with the Governor, and Marshall needs to improve communications with the Governor and his staff as well. Ginny Painter added that the situation with WV Public Broadcasting was because WVU is looking to take it over at the cost of \$4 million.*

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

- The Modern Think Survey came out at the beginning of the week to a random sampling of Marshall employees.
- Open Enrollment begins April 1<sup>st</sup>.
- The previously discussed change to using time and attendance software will no longer take place with Kronos, but rather a different company. They will be starting with the program around mid-April to have it running by summer before the pay periods change to bi-weekly in August.

- Friday, March 24<sup>th</sup> of Spring Break Marshall will be observing half of President's Day, the first part of which was observed on Friday, December 23<sup>rd</sup>. Employees who are full time will be expected to work (or use leave) for 3.5 hours and the remaining 4 hours will be used as holiday pay. Most offices will close at noon that day.

*Out of the individuals taking the retirement severance option, how many of those positions will not get filled?* – Lisa Maynard – Bruce replied that there were 36 employees who took advantage of the offer: 13 faculty and 23 staff. They are cautiously looking at requests for those positions to ensure they capture the savings from the severance plan. After capturing the savings they're looking at what needs to be filled first.

### **Approval of Minutes**

February 23<sup>rd</sup>, 2017 minutes approved with one change to attendance.

### **Resolution**

After discussion, the resolution was amended to the following, and the resolution passed.

#### **Staff Council Executive Committee**

#### **RESOLUTION**

17-18-01 SCEC

~~Resolves that the Classified Staff Council Supports a higher tuition increase for Fiscal Year 2018 in order to help supplement wages of the Classified Staff.~~

In response to the question raised by Dr. Gilbert in the February 23<sup>rd</sup> 2017 meeting about raising tuition to support pay increases, it is the opinion of Classified Staff Council that we support the President's efforts to ensure fair and competitive salaries.

### **Carol Hurula - ACCE**

- The ACCE Meeting was cancelled due to the snow forecast.
- Carol said that they received an update from HEPC on some of the House and Senate bill updates, which she will send to Council. Some causes for concern include:
  - The misunderstanding that the change in seniority and bumping rights would only affect new hires, which is untrue.
  - Positions that are Classified Exempt will eventually change to non-classified, presumably not until after the positions are vacated however.
- Carol encouraged individuals to call their representatives and urge them to not further cut Higher Education.

### **Committee Reports**

**Election Committee – Becky Lusher** – Elections will be held from Thursday, April 13<sup>th</sup> – Tuesday, April 18<sup>th</sup>. Results will be announced at the April Staff Council Meeting.

The following campaign policy for the 2017 Staff Council General Election was voted on and approved:

***Campaigning Policy.***

- *Examples of allowed campaigning:*
  - Use of personal (non-Marshall issued) email and social media outlets if not used during working hours.
  - Use of USPS mail services if paid by the individual running and printed/mailed during non-working hours in their Marshall position.
  - Hanging fliers/posters in accordance with University Policy. Any resources used (paper, printing, etc) must be paid for by the individual running and not use Marshall resources.
- *Examples of prohibited campaigning:*
  - Use of Marshall resources including but not limited to: Marshall issued email address, Marshall campus mail services, and Marshall telephone lines for any communications relating to an individual running in the Staff Council election whether by the person running or a proxy.
  - Walking door-to-door campaigning, whether by the person running or a proxy, even if that person is using their break time or annual leave.
- Violation of these guidelines may result in being removed from the ballot.
  - Any suspected violations should be communicated to the Election Committee Chair, Becky Lusher, at 304-696-6415 or [lusher30@marshall.edu](mailto:lusher30@marshall.edu). The election committee will make a determination and notify the nominee. The nominee may appeal the decision within 48 hours (or less if there is less than 48 hours until the election begins) by contacting the Election Committee Chair.

**Physical Environment Committee – Nancy Tresch-Reneau** – The committee met earlier in the week. Discussed the existence of a staff parking lot on 4<sup>th</sup> Avenue that doesn't get much use due to the prevalence of broken glass.

**Staff Development Committee – Miriah Young** – No report.

**Legislative Committee – Chris Atkins** –

- Since the flexibility bill has already passed House and Senate, the only chance of it not passing is for the Governor to Veto it.
  - As a note, seniority is still considered a factor, but it's one of three factors and is only considered when eliminating part of a group of positions as opposed to the whole. (For instance, if the paint shop is eliminating a few positions then seniority would be considered, but if all paint shop positions are being eliminated then it would not be a factor). The other two factors are work performance and job skills. Seniority is defined as "greater longevity with the institution" as opposed to longevity with the State.
  - Some of the protections that are being removed from State Code, can possibly be put into Board of Governor's Policy form for the institution.

**Personnel/Finance Committee** – No report.

Announcements

If anyone is interested in going to MU Day at the Capitol please let Katie know and we will send a State Vehicle.

The Staff Recognition Luncheon will be held Thursday, June 8<sup>th</sup>.

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