

Marshall University Classified Staff Council Minutes

August 18th, 2011, Drinko Library Room 402

Members Present: Nina Barrett, Bernice Bullock, Tootie Carter, Betty Cook, Barry Dickerson, Mike Dunn, Carol Hurula, Jennifer Jimison, Lisa Maynard, Jan Parker, Kelly Preston, Joe Wortham, Miriah Young

Members Absent: Johnny Bradley, Maura Conway, Virgil Crockett, Toni Ferguson, Jack Ferrell, William Lewis, Dwayne McCallister, Okey Napier, Leonard Lovely, Kris Standifur, Lisa Williamson

Guests: Dr. Kopp, Matt Turner, Michelle Douglas, Kim White

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

Dr. Stephen Kopp – University President

Dr. Kopp reported that there was a lot of phenomenal work done on campus over the summer. One of which is the new gateways coming onto campus from 5th Avenue. Some of the accomplishments that may not be as apparent are the changes that were made to some of the classrooms on campus. The furnishings were all replaced and technology support was added in 10 classrooms. Originally 20 classrooms were going to be refurnished and upgraded, but it was decided to only do 10 now, receive feedback from students and faculty, and do the other 10 over Christmas break, while taking the feedback into consideration. In 3 years' time we hope to have all of the rooms on campus completed. So far, the response received from Faculty has been outstanding.

Enrollment – as of today we are ahead of last year in terms of full-time-equivalent freshmen enrollment. The overall enrollment growth has been almost exclusively non-resident. We probably won't have final numbers until they are reported in mid-September.

Transfer student numbers are down this year and Dr. Kopp said they will go back later and try to figure out why.

Retention was up almost 4%, which is a positive development.

Dr. Kopp reported an interesting observation in campus housing, which is close to 96-98% full compared to this time last year which was around 84%. This surge in interest to live in on-campus housing is believed to be partly due to people figuring out that the cost of commuting can be more expensive than the cost to live on campus with the rising price of gas.

Dr. Kopp mentioned that they are starting a new program this fall called We Car, where students can use a rental car off of Marshall's property by waving a card in front of it to unlock the car and find the keys inside. The card is loaded with the student's information and the student is charged by the hour to use the car. More information was mentioned on this in the July 2011 meeting.

Dr. Kopp reported that the athletic season is kicking off that night with "Paint the Capital City Green" in Charleston.

Dr. Kopp said they are working on private fundraising. They are trying to raise \$20 million to support athletic projects/construction projects and another \$20 million to support the new academic projects. The new Bond Issue that is being worked on will be a \$50 million Bond, combined with the \$25 million from the State will make \$75 million. If you add all the projects that are on our list to be completed it totals about \$115 million, so there is a significant amount of private money that needs to be raised.

The entire leadership team for the new School of Pharmacy has been hired and will be on campus within the next week or so. Dr. Kopp said they have an appearance before the Board of Directors for the Accreditation Council for Pharmacy Education in early January, and they are expecting to receive pre-candidate status. That will allow Marshall to then begin to admit students to the new School of Pharmacy. The construction project for where the School of Pharmacy will be located at the VA is well along and it's supposed to be completed by next July.

What kind of life cycle do you estimate the new classroom furniture will run on? Dr. Kopp said they are guessing maybe at 12 year cycle. It will last longer than the technology, which is on a 3 year life cycle.

How many buildings on campus have the new technology? Dr. Kopp wasn't sure exactly which of the buildings the 10 classrooms were in, but they had taken input from each of the deans on which would be the highest priority.

Ms. Michelle Douglas – Human Resources

Michelle reported that currently HR is just staying busy, processing paperwork, getting people on payroll, etc. Not having anything else to report she opened the floor to questions.

When will training begin in the 3rd floor training center? Michelle said they are trying to get help funding some of the necessary equipment right now.

Michelle mentioned that the following Thursday there would be 2 representatives from People Admin to do a demonstration and answer questions about their product.

Approval of Minutes

July minutes were approved with one spelling/grammar change.

ACCE – Mike Dunn

Mike sent out the ACCE Report to Staff Council in an email and also included ACCE meeting minutes, an evaluation summary of the ACCE leadership conference, and the ACCE Position Papers for the “Black Hole” items. Those documents can be found at the end of these minutes.

BOG – Mike Dunn

Mike sent out the Board of Governor's report to Staff Council in an email and also included an Energy presentation that was made to the Finance committee. Those documents can also be found at the end of these minutes.

Mike then opened the floor to questions.

Has there been any progress made with the implementation of Senate Bill 330? Mike said he had talked to Shenita (Brokenburr) and they are still looking through applications for a Classification and

Compensation person, and for a Training and Development Director. There has been some progress with SB 330, but more will be made once these people are hired.

Are we dead last in funding the salary schedule? Yes, regarding the 4 year institutions. The only school behind us is Southern.

Recommendations/Resolutions

CSR-11-12-01 PFC

A movement was made and seconded to approve CSR-11-12-01 PFC and then the floor was opened to discussions. Some changes were made and a motion to amend was also made and seconded. Lastly, the Recommendation was approved with changes. The final finished Recommendation is as follows:

PERSONNEL/FINANCE COMMITTEE RECOMMENDATION

CSR-11-12-01 PFC

The Staff Council Personnel/Finance Committee recommends that Staff Council request that President Kopp issue an executive order that we take the extra holiday, created by the October 4, 2011 election day, on Wednesday, November 23, 2011.

- WV State Code 2-2-1 (a) 13 allows the extra Holiday
- Series 14, section 3.2 allows the Holiday to be taken at another date

RATIONALE:

The extra day will not adversely affect students since classes are closed due to fall break and it is the day that staff historically have chosen “by an overwhelming margin” when put out to vote. This would eliminate the necessity of a vote, and give everyone sufficient notice in regard to the holiday.

Committee Reports

Election Committee – Joe Wortham – Joe reported they had no meetings, but the committee members will be hearing from him soon regarding proposed changes to the Bylaws for election procedures. He asked that the election committee review that information when they receive it and get back to him.

Legislative Committee – Mike Dunn – Mike said they will try to get Jim Morgan to meet with the legislative committee to talk about the Occupation Tax.

Personnel/Finance Committee – See Recommendation/Resolution section above.

Physical Environment Committee – No Report

Staff Development Committee – Miriah Young – Miriah reported the committee had met already to award waivers and provided the following statistics:

E-Course Waivers Awarded: 16 Hours/\$3514

On-Campus Waivers Awarded: 85 Hours of the 150 yearly allotment

E-Course Waivers Denied: 21 courses/63 Hours due to not having the budget for any more

On-Campus Waivers Denied: 3 courses/9 Hours which were requests from a few people who had asked for 3 courses, but we didn't award any more than 2 courses per person to ensure we still have waivers for Spring.

The staff development committee sent one flower arrangement out in the last month.

Faculty Senate Committees –

Nina announced that we are still looking to fill the positions of a Classified Staff Council Representative for the Student Conduct & Welfare Committee and the University Functions committee.

Announcements:

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