

Marshall University Classified Staff Council Minutes

February 17th, 2011, Memorial Student Center BE5

Members Present: Nina Barrett, Diana Bradley, Johnny Bradley, Bernice Bullock, Tootie Carter, Mike Dunn, Toni Ferguson, Carol Hurula, Jennifer Jimison, Leonard Lovely, Dwayne McCallister, Jan Parker, Kelly Preston, Kris Standifur, Jennings Stiltner, Joe Wortham

Members Absent: Barbara Black, Ronnie Hicks, William Lewis

Guests: Dr. Stephen Kopp, Matt Turner, Michelle Douglas

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

Dr. Stephen Kopp – University President

- **Enrollment for Spring** is up roughly 400 full-time-equivalent students overall. We're seeing increases in resident and nonresident students.
- **Recruiting for Fall 2011** looks very positive right now. Dr. Kopp said they set a target of 2,100 full time equivalent freshmen, which would be up about 50 students over what we had this past year. He said we'll probably stabilize somewhere between 2,100-2,200 freshmen.
- **Dr. Kopp said we want to see continued growth** in our students coming from West Virginia, and also growth in our recruiting class of non-resident students. So far we're seeing applications from WV students up considerably, and we're getting more applications from schools that we customarily don't get a lot of applications from. In non-resident applications we're seeing growth in areas that are a little surprising, such as California.
- **Budget** – based on the proposal that the Governor presented the state would backfill the federal stimulus money so we're whole with regard to the recent budget reductions that the state has imposed. The additional funding that we expected from the separation of the CTC is also in the Governor's bill, so if the Governor's bill is the one that is passed Dr. Kopp says it would be a good budget proposal for us.
- **Dr. Kopp said they're tracking about 10 different bills right now**, some more for interest than others.
- **Dr. Kopp shared with the Board of Governors today that at the April meeting they will present a financial analysis that will be the underpinnings for a proposal to do a new Bond Issue**, which is all tied to the 25 million dollars that the HEPC provided to Marshall through a new Bond Issue for the Engineering Complex. That funding is half of the funding that is needed for the project and in order for us to fulfill the Bond obligations we have to have a strategy to finalize the building project and fund the full cost.
- **Also at the April meeting they will present a budget proposal for fiscal year 2012**, and a three year budget plan that will go along with it.
- **Planning for some of the new programs have been highlighted**, especially pharmacy.
- **The financial report was presented today** by Mary Ellen Heuton and things are moving on target in terms of "budget" versus "actual." We're actually ahead in terms of actuals versus the budget in terms of revenues.

Are there any special events planned for Marshall Day in March? Yes, the Board adopted a resolution today declaring March 2nd Marshall University Day in West Virginia. They're asking the Governor and both houses to adopt similar resolutions declaring the day in honor of Marshall University

and the 50th Anniversary of having achieved University status. Information will be made available at a later time on all of the events. Also, next year marks the 175th anniversary of Marshall University, and we will be celebrating that also.

Ms. Michelle Douglas – Human Resources

- Michelle reported that they had their first **Bullying Seminar** the day before, which turned out about 60 people. Michelle would love feedback from anyone who attended. Dr. Rubenstein from the Graduate Counseling Program presented.
- Michelle said that Human Resources is finalizing their **Benefits and Wellness Fair**, to take place on March 17th in the Don Morris Room.
- On March 16th there will be a **tax seminar** put on by TIAA-CREF.

When will the next bullying seminar be? Probably next semester.

ACCE – Mike Dunn

- To meet the current job outlook there is a great need for certification achievements and degree attainment among state workers. By 2018 we will need an additional 20,000 people with post-secondary degrees above and beyond the current degree production rates. There is going to be a great push to get people to go back to school, especially people who are really close to getting their degree.
- Legislative – The bill that we're most interested in is Senate Bill 330. The House Version is 3017 which is an exact duplicate of last year's personnel part of 480. Senate Bill 330 has already passed Senate Ed and is in Senate Finance.
- The salary increase was talked about and will probably come up in a couple of weeks. Marshall wants the house version because we want to put the 2% in base building.
- 3015 was a Bullying Bill which is derived from a study at WVU. The committee chair that it went to is going to study it for a year, which will make it a better bill if it comes through.
- At the ACCE Meeting in June there were individuals who discussed the grievance board and the fact that some WVU students did a study on a new grievance system in an effort to make improvements, one of which was to put the Grievance Board under the Judicial side of the legislature instead of the Administrative side. Mike said he followed up with those individuals who had given that information to see where they were on it, and he said that they were still trying to gain support so we may see some kind of legislature introduced to begin studying it.
- Leadership Retreat will be at Stonewall in June.
- Presentation Committee – ACCE does a presentation to the HEPC, the Community and Technical College Council, and LOCEA every year. Because of a snow storm the CTC presentation was cancelled so it's been rescheduled for April, which will be at Eastern.

BOG – Mike Dunn

- Dr. Kopp's presentation was the same as what he gave to Council in this meeting.
- At the finance meeting they said we are \$400,000 to the good right now, just as the President said we're ahead of budget.
- The Board voted Scott Withrow onto the Autism Training Center Advisory Board.
- Next Board Meeting will be April 28th, which will be the big budget meeting. We will be asking for full funding again before that meeting takes place.
- They want to combine the position of Student Board of Governors Representative with the position of Student Body President, so that it would be one person.

Committee Reports:

Election Committee – Joe Wortham – This year is an odd numbered year which state code mandates we must have a general election in the month of April for all Council positions including the 25 EEO group members, Chair, ACCE Representative, and IBOG Representative. The dates for the general election this year will be April 12th – 15th. It will be **all electronic voting, no paper ballots will be used**. The upcoming election will be announced next week in the We Are Marshall Newsletter, and letters requesting nominations will also be sent to all classified staff members. The deadline for submitting a nomination will be Wednesday March 9th. Once a list of candidates has been compiled another notice will go out in the We Are Marshall Newsletter listing those candidates, restating the election dates, and instructions for voting. Another letter will also go to each classified staff member listing this information as well. For any staff member who is unable to successfully vote electronically and notifies the Staff Council Office or Joe Wortham **PRIOR** to the end of the voting period, that staff member may have the opportunity to do a make-up paper ballot vote. This will be at the sole discretion of the Election Committee and computing services must verify that the individual made an attempt to cast their ballot electronically first.

Also on the ballot for the general election the committee voted to place an amendment to Article VIII of the Marshall University Classified Employees Constitution. Joe Wortham made a movement to include this amendment on the ballot, which was seconded by Leonard Lovely. There were no oppositions and the motion passed.

Personnel/Finance Committee – Johnny Bradley – No Report

Physical Environment Committee – Bill Lewis – No Report

Legislative Committee – Carol Hurula – No Report

Staff Development Committee – Carol Hurula – There were many flowers and cards sent to staff members in the past month.

Faculty Senate Committees

Legislative Faculty Senate Committee – Mike reported they’re going to bring forward a Robert C. Byrd scholarship to the next Faculty Senate meeting.

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