

Marshall University Classified Staff Council Minutes

January 16th, 2014, John Spotts Room MSC

Members Present: Chris Atkins, Jason Baldwin, Nina Barrett, Amber Bentley, Tootie Carter, Stacy Good, Carol Hurula, Noah Lamb, Amy Lorenz, Leonard Lovely, Becky Lusher, Lisa Maynard, Donna Megquier, Tanya Ramsey, Marcos Serrat, Valerie Smith, Nancy Tresch-Reneau, Joe Wortham, Miriah Young

Members Absent: Toni Ferguson, Jan Parker, Nicole Perkins

Members Absent (Excused): Lisa Williamson

Guests: Dr. Kopp, Matt Turner, Mary-Ellen Heuton, Michelle Douglas, Debra Hart

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

Dr. Kopp - University President

- Dr. Kopp reported that Marshall has sustained a mid-year cut in State appropriations by \$569,000. The proposal to manage the cut is to absorb ½ of the cut centrally and ask each unit to absorb the other ½ based on two factors: the number of personnel and expenditures in the unit.
- Governor Tomblin didn't mention cuts to State agencies or mid-year cuts in his State of the State address.
- The FY15 Budget proposal by the Governor's office has a 3.75% cut to Higher Education and a 7.5% cut the rest of the State agencies.
- Governor Tomblin still doesn't want to raise taxes but not all legislatures feel that way.
- There is a lot of work to be done yet on the FY15 Budget, and it will be harder to get positions through the freeze committee.
- The water contamination in South Charleston has wreaked havoc on the Charleston campus. It was closed down, however, due to a memo from the Governor the night before stating all State agencies were to remain open and take bottled water, bagged lunches and hand sanitizer the employees went to work and were sent home mid-morning.
- They are working on policy changes with the Faculty Senate Personnel Committee.
- The Vision Team finished their work and voting ended 1/10/2014. The statement that was most favored had almost 70% of the votes.
- The Vision Team is being reconvened to discuss if the mission statement should be revised.
- The Academic Portfolio Group is making progress with the Deans and Chairs. They have a template for how to go about doing a comprehensive portfolio review.
- The Services Portfolio is moving along also.

Will we be included in the State raises the Governor referenced in his State of the State address? – Leonard Lovely – Yes, in the amount of \$504.

Mary Ellen Heuton – CFO

- Mary Ellen stated she was open to answering any questions about the new budget structure. Most employees that it will impact have gone to training for it and make-up trainings will be the following week.

Michelle Douglas – Human Resources

- There have been mid-year budget reductions from the Governor's office. Michelle stated she had no information yet as to how Marshall will handle it.
- There was a recent article published about the Salary Study and the problems the HEPC has encountered in dealing with Fox Lawson.
- Michelle encouraged everyone to check out the trainings available on the HR website.

Are we not affording retirees a parking permit to return to campus after retiring? – Leonard Lovely – Michelle responded that in order to qualify for Emeritus status an employee must be nominated for the status by their immediate supervisor or vice president, and must be approved at the level of the President.

Are there any updates on Faculty Connections training? – Chris Atkins – Michelle responded that there is no update yet as she is still trying to work with the Faculty Senate.

Minutes

Approval of the October 17th 2013 minutes was tabled until the February meeting.

ACCE – Carol Hurula

- Carol attended the LOCEA presentation Monday, January 6th. The Advisory Council of Faculty and ACCE both made presentation to the LOCEA Board.
- The ACCE members then proceeded to the South Charleston Campus to convene with the ACCE meeting. Vice Chancellor Mark Toor attended and gave updates on SB330. At that time they were still questioning the data that Fox Lawson had presented on Classified Staff.
- A new RFP for the classification and compensation study will cost \$500,000-\$800,000.
- The Common Grounds Committee was meeting the following day. This committee consists of some ACCE members, faculty members and some CHROs.
 - The committee has been working on drafts of Series 55, which is the classified employees' structure.
 - The committee is also working on a draft of Series 53, human resource administration.
 - Once the drafts are approved they will go out for comment period.
- Carol stated that one of the newspaper articles published about the Fox Lawson study was inaccurate in stating that once the study was completed if one employee group (classified, non-classified, or faculty) is unable to bring their pay up within 5% of the other groups then the higher paid groups will have to come down in order to be within

5% of the lower paid employee class. This is untrue as SB330 clearly states that no one's salary will be harmed from the study.

Is the Legislative Summary something that they are just thinking on and discussing but hasn't passed yet? – Amy Lorenz – Yes, and many may not make it out of committee.

Board of Governors – Miriah Young

Miriah stated that they have been busy on a couple of key topics.

- Evaluations are ongoing for the President and the Board of Governors. The findings will be presented at the February Board meeting.
- There are changes in Faculty policy currently being discussed regarding their salaries.
- The next BOG meeting will be in February. It will begin mid-day the day before and all of the following day. Miriah will send out the agenda once she has it.

Budget/Raise

- Miriah Young stated that Staff Council was asked to come up with a number of what we would like for a raise.
- Council has asked for Classified Staff salaries to be raised to the fully funding of the pay scale on July 1, 2014.

Have they given enrollment numbers? – Amber Bentley – Yes, they are out there on Mike McGuffey's website. Miriah stated that there was a loss in the fall that they hope to make up for in the spring.

Have there been any considerations discussed to base State funding/allocations on the number of in-state versus out of state students attending a school? – Leonard Lovely – No.

ITC – Noah Lamb

- The committee has been discussing much about privacy for students.
- Marshall needs to find a new system for non-Marshall students coming to the campus for seminars, trainings, camps, etc. because they are all being issued MUIDs and we are running out of new MUID numbers.
- Noah added that Jan Fox is always willing to answer questions and if anyone has any we should let him know.

Committee Reports

Election Committee – Joe Wortham –. No report.

Legislative Committee – Chris Atkins – No report, but will meet probably halfway through the session. Chris also passed out a legislative packet including House and Senate members, committees and contact information.

Personnel/Finance Committee – Leonard Lovely – No report.

Physical Environment Committee – Lisa Williamson – No report.

Staff Development Committee – Miriah Young – We have sent several arrangements and cards.

Announcements

In January of 2015 we will be going to 26 pay periods.

Nancy Tresch-Reneau mentioned that Faculty Senate is working on a recommendation regarding parking for staff/faculty parking the garage and would love Council support. She will send the information to our Physical Environment Committee Chair, Lisa Williamson.

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