

Marshall University Classified Staff Council Minutes

April 20th, 2023, Virtual Meeting via Microsoft Teams

Members Present: Clay Arens, Nina Barrett, Lacie Bittinger, David Childers, Beretta Coleman, Andrea Gray, Jennifer Griffith, Kyrsten Hodge, Darlene Howell, Carol Hurula, Dena Laton, Becky Lusher, Nick Martin, Teresa Meddings, Carleen O’Neill, Kelly Sowards, Terri Thompson, Tony Waugh, Rob Williamson

Members Absent: Rachel Amos, Timothy Cline, Anna Evans, Amy Saxton-Young, Eric Wallace,

Members Absent (Excused): Crystal Stewart,

Guests: Pam Adkins, Michaela Arthur, Zach Bailey, Stephanie Blankenship, Yvette Blevins, Teresa Bolt, Jim Booth, Kathy Brannock, Crystal Brooks, Butch Burriss, Perry Chaffin, Mary Chapman, Meg Cyrus, Tiffani Daniels, Kaleigh Decker, Jeb Dickerson, Misty DiSilvio, Rebekah Duke, Holly Dunmore, Travis Edmonds, Amy Ethel, Bruce Felder, Karen Fischer, Jenny Frazier, Melanie Gallaher, Justin Hawthorne, Lisa Henry, Katherine Hetzer, Eric Himes, Sam Holiskey, Brandi Jacobs-Jones, Chris Key, Trevor Lambert, Leonard Lovely, Leslie Lucas, Lisa Maynard, Carissa McDonald, Michael McGuffey, Char McKenna, Mitzi Meade, Rebecca Meek, Nathan Miller, Avinandan Mukherjee, Nathan Mullins, Katherine Murphy, Robbie Nance, Becky Neace, Rebecca Pack, Tabby Puckett, Jessica Rhodes, Alice Roberts, Angie Rose, Emily Roush, Shawn Schulenberg, Marcie Simms, Wes Spradlin, Robyn Stafford, Allen Taylor, John Taylor, Robin Taylor, Kim Thomas, Matt Tidd, Mary Waller, Charlotte Weber, Michelle Wheeler, Miriah Young, Jodi Zimmerman

Chair Tony Waugh called the meeting to order. Parliamentarian Becky Lusher verified there was a quorum.

Avi Mukherjee – Provost

- **Enrollment**
 - Deposits this year are 43% above the number of deposits at this time last year.
 - Barriers to student admissions and enrollment have been identified and removed. This includes application fees, transfer fees, and transcript evaluation.
 - First Year Student Applications
 - 7306 total applications
 - 5527 total admitted
 - 1709 total deposits
 - This will likely melt off some over the summer and leading up to the semester, but our ideal number of freshmen is 1664.
 - Transfer Applications
 - 23% more than last year
 - Currently 857 applicants
 - Graduate Applications
 - 21% more than last year
 - Currently 2163 applicants
 - Distance/Fully Online Applications

- 16% more than last year
 - Currently 866 applicants
- **Orientation**
 - 1103 students are registered for orientation
 - 37% increase from last year's 803 students at this time.
 - We are searching for a VP of Enrollment Management.
 - 5 finalists have been on campus this week and last.
 - A decision should be made very soon.
- **DC Cap Program**
 - We have just renewed our memorandum of understanding with the District of Columbia College Access Program.
 - They offer enrollment, financial and academic support services.
 - The program allows qualified District of Columbia public and public charter school graduates to transition to our baccalaureate programs at Marshall.
- **High School Partner Appreciation Brunch**
 - Counselor appreciation
 - 36 high school counselors and 135 total registrants.
 - Event is 12pm-2:30pm in the Don Morris Room.
- **Graduate Student Preview Day**
 - April 10th
 - There was representation from every college and school that has graduate programs, as well as admissions, financial aid, online learning, student research, alumni association, career education, international office and housing.
 - Around 53 potential students attended and provided contact information.
- **Commencement**
 - 1506 students are expected to graduate, compared to 1389 last April. This is an increase of 8.4%.
 - 926 undergraduate students
 - 338 graduate students
 - 42 graduate certificate students
 - 200 doctoral students
- **Dean and Director Searches**
 - College of Arts and Media Dean – Dr. Maria Gindhart
 - College of Science Dean – Dr. Wesley Stites
 - College of Business Dean – Dr. Don Capener
 - School of Pharmacy Dean - Dr. Eric Blough
 - School of Journalism and Mass Communications Director – Dr. Rob Quicke
 - School of Nursing Director - Dr. Annette Ferguson
- **Student Success**
 - Student success remains a primary goal.
 - We not only want to get more students, but also to retain more students.
 - Our Center for Student Success, led by Kateryna Schray, identifies student success champions across our campus every year.

- This year, students are identifying who they feel are making a difference in their well-being, and they are being given a certificate recognize their contribution to student success and retention.
- Students have identified a total of 136 campus personnel who have been exemplary in making a difference in the lives of students, helping them to succeed in college. 63 are faculty members, and the rest are staff members.

Matt Tidd – CFO

- **Q:** Will the bill passage that changes WV income tax withholdings affect our payroll withholdings? If so, what will this look like and when will the changes take place?
 - **A:** The change in WV income tax withholdings went into effect on the 4/7 payroll. Any employee with WV State Tax withholdings will show less tax taken from their check.

Mr. Tidd announced that he would be giving a presentation on what FY24 looks like, but prefaced it by saying that it is still in draft form they are proposing to the Board of Governors, and nothing has been approved yet. He welcomed all comments and feedback.

Executive **SUMMARY**

- Marshall University has codified our Strategic Roadmap to Future Prosperity – **Marshall For All, Marshall Forever.**
 - The value proposition we will deliver is access to an **affordable, flexible and achievement-oriented** education for all who aspire to a more prosperous life.
 - Grounded in our **enduring Vision and Creed**, it establishes our bi-centennial aspirational goals, 3-year milestones aligned with the performance-based funding formula, and a **strategic roadmap** with **five student-first priorities**.
 - As a 21st century prosperity platform offering an **in-demand curriculum** through **on-demand access**, with **areas of distinction**, we must execute in **3 strategic phases** – optimize to promote long-term financial sustainability, transform to lead with the best and leapfrog to become the reference.
- Our 3-year financial plan is our roadmap to financial sustainability, grounded in our **enduring financial principles**, while **course-correcting a \$27.7M operating deficit**.
 - Our objective is to **return to a positive operating margin by FY27** by growing revenue, making strategic investments and eliminating waste.
 - It includes **strategic investments** in enrollment (Anthology), enterprise-wide IT (Salesforce), incentive-based budgeting (Huron) and employee pay & benefits, while benefiting from state-funded deferred maintenance.
 - It also introduces a **Save to Serve culture** to eliminate waste and inefficiency through a shared governance accountability model (Budget Working Group) and investing in e-procurement capabilities (Unimarket).
- Our enduring financial principles have informed our **proposed choices** for 2024:
 - A minimal **2.5%** tuition increase with **strategic decisions** for **Metro & Online**
 - Invest in our team through the **State pay raise program** in FY24, while feathering in **market pay** adjustments when feasible over the **3-year plan**
 - Deploy **\$20m-\$25m** in State funds to address **deferred maintenance**
 - **Maintain financial resiliency** levels to provide fiscal sustainability
- The net result is a **proposed FY2024 budget** that begins this multi-year journey:
 - Projected Revenue: \$313.8M (+2.7% vs. 2023 Projected)
 - Projected Expense: \$341.5M (+3.3% vs. 2023 Projected)

Strategic Choices Reflected For FY24

- Increasing tuition/fees ~2.5%; with room/board ~3% ... vs inflation of ~5.6%
- Awarding a \$1,350 lump sum base pay increase in FY24 ... and completing the market pay analysis
- Capitalize on \$20-\$25M deferred maintenance to kickstart our Master Plan ... "Project Shock & Awe"
- Differentiate between investment vs expense ... conducting a holistic assessment to ensure ROI
 - Implementing an Incentive-Based Budget Model – empowering shared accountability
 - Introducing a "Save to Serve" culture with on-going Budget Working Group (including the Faculty Senate Budget and Academic Policy Committee (BAPC))
 - Adhering to our enduring financial principles, with transparency and data-informed decisions
- Maintaining \$49M "One Marshall" financial resiliency level ... debt service plus 2 months cash
- Continue institutional support of Athletics ... transitioning to a "balanced" support level in the future
- Continue investment in our signature Aviation program ... expected returns on investment in 2025


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Enduring Financial **PRINCIPLES**

- 1. Grow STUDENTS, Not Fees.**
 - ✓ Minimize tuition and fee increases.
 - ✓ Institutional success is measured by our accessibility, affordability and lifetime value for the students we serve.
- 2. Invest in our TEAM.**
 - ✓ Align employee compensation with market.
 - ✓ Incentivize team members who embody the Marshall University Creed.
- 3. Take Care of the HOUSE.**
 - ✓ Investments in facilities are essential to the university mission.
 - ✓ Invest in innovative technologies to meet modern challenges.
- 4. Manage our Strategic RESOURCES.**
 - ✓ Build key reserves for fiscal and operational resiliency.
 - ✓ Invest available resources to new market-driven opportunities.

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Grow Students, Not Fees AFFORDABILITY

	In-state										Out-of-state				
	Marshall University	Fairmont State	Uni. Of Charleston	WV State	WVU	Concord University	Southern WV CTC	Bridge-valley CTC	Mountwest CTC	Shawnee	Ohio University	Uni. of Kentucky	Morehead State	Ashland CTC	Big Sandy CTC
Enrollment	11,125	3,562	2,926	3,638	25,474	1,749	1,458	1,689	1,873	3,214	24,429	30,390	8,984	2,542	4,375
% undergrad	71%	92%	73%	96%	77%	79%	100%	100%	100%	94%	74%	72%	93%	100%	100%
% Full-time	92%	87%	57%	83%	95%	96%	77%	63%	68%	88%	78%	93%	90%	62%	67%
Avg. annual cost*	\$8.4K	\$11.3K	\$23.4K	\$8.3K**	\$13.4K	\$8.5K	\$5.4K	\$7.9K	\$7.6K	\$10.3K	\$23.8K	\$18.2K	\$12.1K	\$5.2K	\$3.8K
First-year retention	75%	66%	57%	61%	81%	61%	50%	50%	41%	76%	81%	86%	74%	64%	57%
% Pell recipients	47%	47%	46%	55%	26%	51%	78%	60%	61%	49%	27%	25%	53%	68%	77%

Source: U.S. Dept. of Education College Scorecard, Enrollment and % undergrad from U.S. News Education.
 *Average Annual Net Cost for 2022-2023 Academic Year
 **WV State cost adjusted to align with amounts published on their website

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Grow Students, Not Fees PROPOSED FY24 TUITION & FEES

UNDERGRADUATE	PAST			PRESENT	FUTURE			
	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27
Resident	\$ 4,206	\$ 4,256	\$ 4,276	\$ 4,302	\$ 4,411	\$ 4,520	\$ 4,633	\$ 4,749
Online	\$ 3,757	\$ 3,757	\$ 3,820	\$ 3,980	\$ 4,411	\$ 4,520	\$ 4,633	\$ 4,749
Metro	\$ 7,248	\$ 7,298	\$ 7,318	\$ 7,344	\$ 6,500	\$ 6,500	\$ 6,500	\$ 6,500
Non-Resident	\$ 9,633	\$ 9,683	\$ 9,803	\$ 9,829	\$ 10,075	\$ 10,075	\$ 10,075	\$ 10,075

GRADUATE	PAST			PRESENT	FUTURE			
	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27
Resident	\$ 4,364	\$ 4,414	\$ 4,441	\$ 4,467	\$ 4,585	\$ 4,700	\$ 4,817	\$ 4,938
Online	\$ 3,855	\$ 3,855	\$ 3,923	\$ 4,005	\$ 4,585	\$ 4,700	\$ 4,817	\$ 4,938
Metro	\$ 7,736	\$ 7,786	\$ 7,873	\$ 7,899	\$ 7,917	\$ 7,929	\$ 7,941	\$ 7,953
Non-Resident	\$ 10,531	\$ 10,581	\$ 10,717	\$ 10,743	\$ 11,018	\$ 11,293	\$ 11,576	\$ 11,865

FY24 Tuition and Fee Rate Proposal

- +2.5% Undergrad/Graduate Resident/Non-Resident
 - Favorable compared to ~5.6% inflation (& peers)
 - Undergraduate Residents: +\$218 annually
 - Undergraduate Non-Residents: +\$516 annually
 - Graduate Residents: +\$226 annually
 - Graduate Non-Residents: +\$538 annually
- -11.5% Metro Rate
 - Match Ohio University - Athens
 - Decrease for Metro Students: -\$1,688 annually
 - Need ~95 additional students to break even
- Align our Online rate with In-state Resident rate
 - Simplifies pricing and marketing
 - Increases access to additional student resources
 - Eliminates barriers for online students

Grow Students, Not Fees TUITION & FEES, ROOM/BOARD

First-Year (Freshman) Costs

Resident	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27
Tuition and Fees	\$ 4,206	\$ 4,256	\$ 4,276	\$ 4,302	\$ 4,411	\$ 4,520	\$ 4,633	\$ 4,749
Room and Board	\$ 5,364	\$ 5,549	\$ 5,692	\$ 5,920	\$ 6,119	\$ 6,303	\$ 6,492	\$ 6,686
Total	\$ 9,570	\$ 9,805	\$ 9,968	\$ 10,222	\$ 10,530	\$ 10,822	\$ 11,124	\$ 11,435
% Change	2.56%	2.46%	1.66%	2.55%	3.01%	2.78%	2.79%	2.79%

Metro	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27
Tuition and Fees	\$ 7,248	\$ 7,298	\$ 7,318	\$ 7,344	\$ 6,500	\$ 6,500	\$ 6,500	\$ 6,500
Room and Board	\$ 5,364	\$ 5,549	\$ 5,692	\$ 5,920	\$ 6,119	\$ 6,303	\$ 6,492	\$ 6,686
Total	\$ 12,612	\$ 12,847	\$ 13,010	\$ 13,264	\$ 12,619	\$ 12,803	\$ 12,992	\$ 13,186
% Change	2.79%	1.86%	1.27%	1.95%	-4.86%	1.45%	1.48%	1.50%

Non-Resident	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27
Tuition and Fees	\$ 9,633	\$ 9,683	\$ 9,803	\$ 9,829	\$ 10,075	\$ 10,075	\$ 10,075	\$ 10,075
Room and Board	\$ 5,364	\$ 5,549	\$ 5,692	\$ 5,920	\$ 6,119	\$ 6,303	\$ 6,492	\$ 6,686
Total	\$ 14,997	\$ 15,232	\$ 15,495	\$ 15,749	\$ 16,194	\$ 16,378	\$ 16,567	\$ 16,761
% Change	2.90%	1.57%	1.73%	1.64%	2.83%	1.13%	1.15%	1.18%

- **Pro forma programs** have an average proposed rate increase of ~2.5%.
- We've historically underpriced our **online programs**, and adjusted 2023 rates to the resident student levels.
- For 2024, **online programs remain priced at the resident levels** with access granted to various student services not previously accessible.
- The **average room rate** proposed is an increase of 1.4%, with the exception of **First Year Residence Halls**, which is a 1.8% increase to cover bond covenants.
- We propose limiting **meal plan** increases to 3.5% (relative to 5.6% inflation and Sodexo's 2.5% cost pass-through).



The Reality of State Increases

State Employee Raises

The State calculated the allocation at \$2,300 per employee, which represents ~4% for the average state employee.

- Higher ed has higher average salaries than most state agencies.
- 43% of Marshall employees are paid on State-allocated funds.
- Marshall's allocation increase of \$1.9M is calculated based only on employees funded through state appropriations.
- This equates to \$1,350 per employee versus \$2,300.



Proposal for FY24

- The proposal is a **\$1,350 across the board lump sum base increase** for all employees.
- This would produce increases this fiscal year ranging from **8.18% for lowest salaries to 0.47% for highest salaries**.
- The intention is to **begin to address inequities** by bringing lower salaries up faster at a higher percentage.
- Increases in the core operating budget salaries are covered by the state appropriation.



- **West Virginia's Legislature** approved an historic allocation of **\$209M** to address **deferred maintenance** for higher education.
- **Marshall** is anticipated to receive **~\$20 - \$25M**.
- Tasked to prioritize the **top 5-10 projects** to request **mid-August funds** for shovel-ready projects.
- **Project "Shock and Awe"** will operationalize simultaneous projects with our 10-year master plan.

100 Point Principles for Allocation

- Building System Stabilization 35%
- Health and Safety 35%
- Equitable Environment/Title IX 20%
- Investment to Accelerate Growth 15%
- Miscellaneous 5%

Project Name	Request Amount
Building System Stabilization	
EMERGENCY GENERATORS	636,500
ELEVATOR MODERNIZATION	1,450,000
HENDERSON CENTER E LEVEL BATHROOMS	500,000
SOUTH CHARLESTON ROOF REPLACEMENT (Both buildings)	650,000
SMITH HALL CHILLER REPLACEMENT	2,175,000
DRINKO LIBRARY CHILLER REPLACEMENT	1,450,000
INVESTMENT INFORMATION TECHNOLOGY	700,000
Total	\$ 7,561,500
Health and Safety	
SMITH HALL CLASSROOM LOCKS	100,000
FINE ARTS LOCKS	200,000
CAMPUS BUILDINGS FIRE ALARM SYSTEM UPGRADES	362,500
LAIDLEY HALL DEMOLITION	507,500
BYRD CARPET RENOVATION	375,000
MORROW LIBRARY ADA UPDATES	1,123,800
HOLDERBY HALL DEMOLITION	1,087,500
CAMPUS CARRY EXPENDITURES	400,000
Total	4,156,300
Equitable Environment/Title IX	
CAMPUS WIDE RESTROOM RENOVATIONS	1,000,000
LOCKER ROOM REN-CROSS COUNTRY, M/W GOLF, Tennis	725,000
CLASSROOM RENOVATIONS CAMPUSWIDE	1,000,000
SMITH HALL CONCRETE REPLACEMENT (exterior ADA ramp)	100,000
HENDERSON CENTER CONCRETE WORK	150,000
MSC RESTROOM RENOVATIONS	1,000,000
Total	3,975,000
Investment to Accelerate Growth	
FINE ARTS RENOVATIONS	1,450,000
MRI BUILDING BUILD OUT	750,000
BRANDING CONSISTENCY ACROSS CAMPUS	507,200
HENDERSON/GULLICKSON HVAC	3,500,000
Total	6,207,200
Miscellaneous	
WAYFINDING	1,000,000
MSC NEW VESTIBULES	100,000
Total	1,100,000
A & E (8%)	\$ 2,000,000
Grand Total	\$ 25,000,000

Strategic Efforts Underway COMMUNITY CARES WEEK



- Our inaugural **Community Cares Week** in 2022 exceeded all expectations:
 - **451 volunteers** contributed a total of **1,240 hours of service**
 - Landscaping, pressure washing, painting, carpentry, housekeeping and items moved to the Thrift Store
- Building on the success from 2022, the goal is to increase the scope and impact of **alumni, campus and community members participating in the opportunity to give back** to Marshall through sweat equity.
- All materials, supplies and on-site training will be provided by the university.
 - Community Cares 2023 Days of Service: **May 23-27, 2023**
 - More than **100 service opportunities**—both inside and outside—for individuals or groups to assist Athletics, Housing and Residence Life, Physical Plant/Grounds/Housekeeping, and Memorial Student Center and satellite campus facilities.
 - Tasks will include **pressure washing, painting, landscaping, and cleaning and organizing.**

www.marshall.edu/cares

Promote LONG-TERM FINANCIAL RESILIENCY

Transforming Higher Education Finance ... Transparent • Collaborative • Incentivized • Accountable

Bond Rating Downgrades – Moody’s & Fitch

- ➔ Declining Enrollment
- ➔ Expense Control
- ➔ Pricing
- ➔ Leadership Turnover
- ➔ Aging Infrastructure



Incentivized Budget Model

- ✓ Shared financial governance
- ✓ Culture of trust, responsibility and accountability
- ✓ Data informed
- ✓ Resource allocation aligned with strategic goals
- ✓ Progress to Date: Steering Committee met 4/13/23
- ✓ Next Milestone: June/July Complete; Parallel in FY24

Strategic Financial Planning

- ✓ Engaged Budget Working Group – “Save to Serve”
- ✓ Financial modeling
- ✓ Rolling 5-year forecasts
- ✓ Data-driven analytics
- ✓ Progress to Date: 3-year plan and enrollment/pricing scenarios
- ✓ Next Milestone: Implement Unimarket in July/August



Strategic Actions to Promote Long-Term Financial Resiliency (FY24-27)

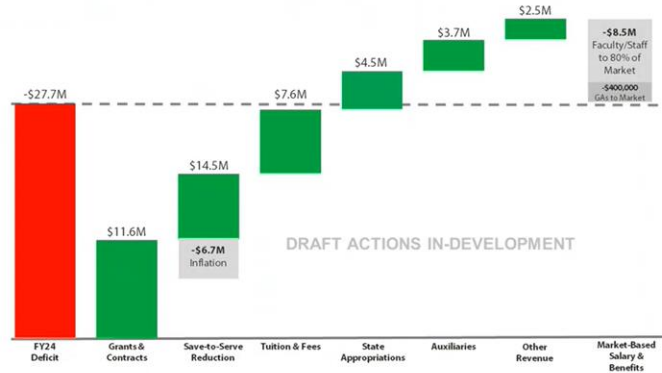
Key Assumptions FY25 – FY27

REVENUES

- ✓ Grants and Contracts: **+3.5%** annually
- ✓ Tuition/Fees: **FY25: +2.5%** (2.5% price, flat enrollment); **FY26: +3.5%** (2.5% price/1% enrollment); **FY27: +4.5%** (2.5% price/2% enrollment)
- ✓ State Appropriations: **+\$1.5M** annually
- ✓ Auxiliary Revenue: Flat Occupancy/**+3% rate** increase annually
- ✓ Other Revenue: **+3%** Annually

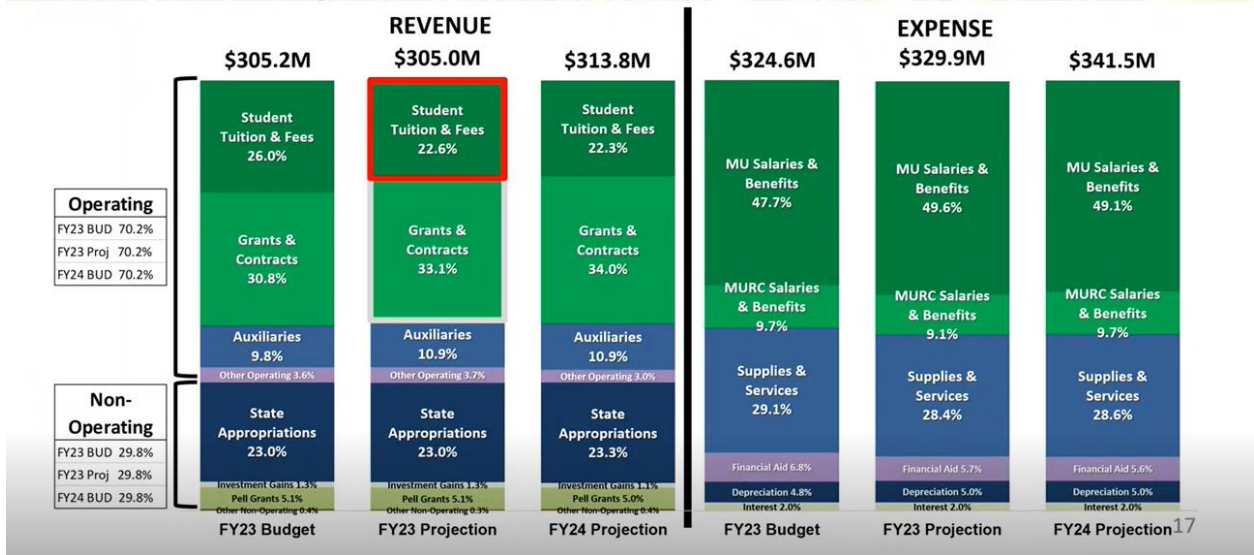
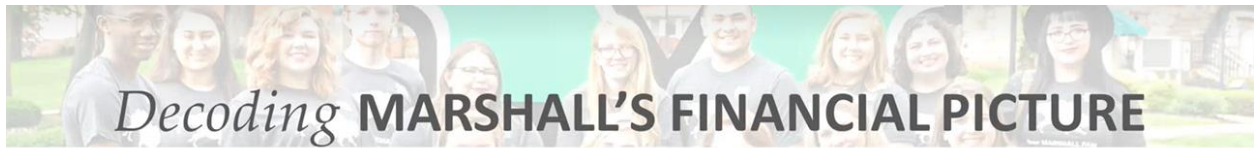
EXPENSES

- ✓ Salaries and Benefits: **\$4M** annual increase in salaries
 \$2M Market Pay / \$2M State Funded (subject to appropriations)
- ✓ Supplies and Other Services: **\$14.5M** spend decrease from FY24-FY27



	FY20-FY22 Avg Growth	FY24-FY27 CAGR
Student Tuition and Fees	-5.6%	3.5%
Grants and Contracts	5.4%	3.5%
Auxiliary Enterprise Revenue	-4.1%	3.5%
Other Operating Revenues	-3.5%	3.5%
State Appropriations	1.5%	2.0%
Salaries and Wages	1.9%	1.3%
Supplies and Other Services	7.4%	-2.9%

- | Areas of Higher Confidence | Areas of Risk/Concern |
|---|--|
| <ul style="list-style-type: none"> ✓ Grants & Contracts ✓ Enrollment Assumptions ✓ Housing and Residence Life ✓ Save-to-Serve (supplies/services) | <ul style="list-style-type: none"> ▲ State Appropriations ▲ P3 Project – The Landing in FY28 ▲ Salaries and Benefits – Pay Raises/PEIA ▲ Save-to-Serve (offsetting 3% inflation) |





Strategic Choices Reflected For FY24

- **Tuition & Fee: +2.5%**
 - Online matching Resident
 - Metro -11.5%
- **Total Enrollment Decline: -3%**
 - +100 FTF
 - +95 Metro
- **Grants & Contracts: +3.5%**
- **2-3% increase In Housing Rates**
- **+\$3M increase in State Appropriations**
- **\$1.9M Pay Raise:** \$1,350 base increase for every eligible employee
- Increases in supplies offset by expected **\$750K savings** from Unimarket initiative

	Marshall University			TOTAL
	MU	SOM	MURC	
Operating Revenues				
Student Tuition and Fees (net of allowance)	58,708,000	11,024,000	-	69,732,000
Grants and Contracts	24,316,000	21,209,000	60,900,000	106,425,000
Auxiliary Enterprise Revenue	34,159,000	-	-	34,159,000
Other Operating Revenues	3,000,000	1,251,000	5,700,000	9,951,000
Source Transfers	500,000	(500,000)	-	-
Total Operating Revenues	120,682,000	32,984,000	66,600,000	220,266,000
Operating Expenses				
Salaries and Wages	106,249,000	26,474,000	25,000,000	157,723,000
Benefits	23,375,000	6,398,000	7,500,000	37,273,000
Supplies and Other Services	48,780,000	16,500,000	26,700,000	91,980,000
Utilities	8,457,000	1,000,000	360,000	9,817,000
Scholarships and fellowships	18,506,000	800,000	2,100,000	21,406,000
Depreciation	13,500,000	2,000,000	950,000	16,450,000
Other Operating Expenses	-	-	-	-
Fees assessed by the Commission for operations	-	-	-	-
Total Operating Expenses	218,867,000	53,172,000	62,610,000	334,649,000
Operating Income (Loss)	(98,185,000)	(20,187,000)	3,990,000	(114,382,000)
Nonoperating Revenues (expenses)				
State Appropriations	54,114,000	18,084,000	-	72,198,000
Federal Pell Grants	15,600,000	-	-	15,600,000
Gifts	1,700,000	-	-	1,700,000
Investment Income	2,000,000	1,000,000	1,000,000	4,000,000
Interest on indebtedness	(6,465,000)	-	-	(6,465,000)
Fees assessed by Commission for Debt Service	(209,000)	(120,000)	-	(329,000)
Other nonoperating revenues (expenses)	-	-	(71,000)	(71,000)
Total Nonoperating Revenues (expenses)	66,740,000	18,964,000	929,000	86,633,000
Increase/Decrease in Net Assets	(31,444,000)	(1,223,000)	4,919,000	(27,748,000)

Bruce Felder – Human Resources

The PEIA Affidavit mentioned in the following slide can also be completed online through “Manage My Benefits.” More information can be found at: <https://www.marshall.edu/human-resources/benefits/open-enrollment/>.

While the monthly PEIA premium is going up, tax brackets in West Virginia have gone down some, so individuals may not see as much of a deduction in pay as a result.

PEIA Changes 2023 – 2024 Plan year

- Employee premium increase aggregate 24%
- Employer premium increase aggregate 22%
- Spousal Surcharge, amount is per month:
 - PEIA has sent everyone with Family coverage an affidavit that is to be completed and returned to PEIA. If this isn't completed, the surcharge will be added to the premium. (Note this letter was not sent if employee and spouse are employed by agencies that have PEIA.)
 - If your spouse does not work, has Medicare, Medicaid, Tri-Care, retired, self-employed or works for employer who offers PEIA insurance, the surcharge will not apply to you.
 - If your spouse is employed is offered insurance coverage (whether accepts or declines), you will be assessed the surcharge:
 - PPB and Health Plan - Plan A: \$149/month
 - PPB and Health Plan - Plan B: \$139/month
 - PPB Plan C: \$141/month
 - PPB Plan D and Health Plan C: \$147/ month
- FMBC: new dental provider – SunLife. More participating dentist in our area as well as of coverage plan.



TIAA- UPDATES

The West Virginia Higher Education Policy Commission & TIAA recently conducted a review of the retirement plans and decided to make some important changes.

TIAA UPDATES

For more detailed information, go to

<https://www.marshall.edu/human-resources/updates-to-wv-hepc-retirement-plans/>

TIAA will host live educational webinars in early May to tell you more. Please click one of the links below to register. If you can't attend a live webinar, a recorded version will be available.

- **Wednesday, May 3 at 9 a.m. (ET) - [Click here to register](#)**
- **Tuesday, May 9 at 2 p.m. (ET) - [Click here to register](#)**
- **Thursday, May 11 at 1 p.m. (ET) - [Click here to register](#)**

If you have questions or need assistance, visit **[TIAA.org/marshall](https://www.marshall.edu/tiaa)** or call at **800-842-2252**.



Human Resource Services

Questions and Topics for discussion

- **A gender equity study was previously mentioned, is that completed?**
Email sent out by Communications on 12/2/22 .
- **Half day holidays have been handled in different ways in the past, one of those being that the employees were able to choose the date instead of having it chosen for us. In future, could we reconsider taking a majority vote for what day would be preferred to take it on, instead of automatically making it the last Friday of spring break?** We've gone back to 2014 and they are either during spring break or added to our winter break. The Holiday has to be used in accordance with the Governor's proclamation.
- **How long should it take to get a reply from a job classification inquiry?** 45 working days. We completed 84 positions reviews last year and we have already completed 40 year to date.

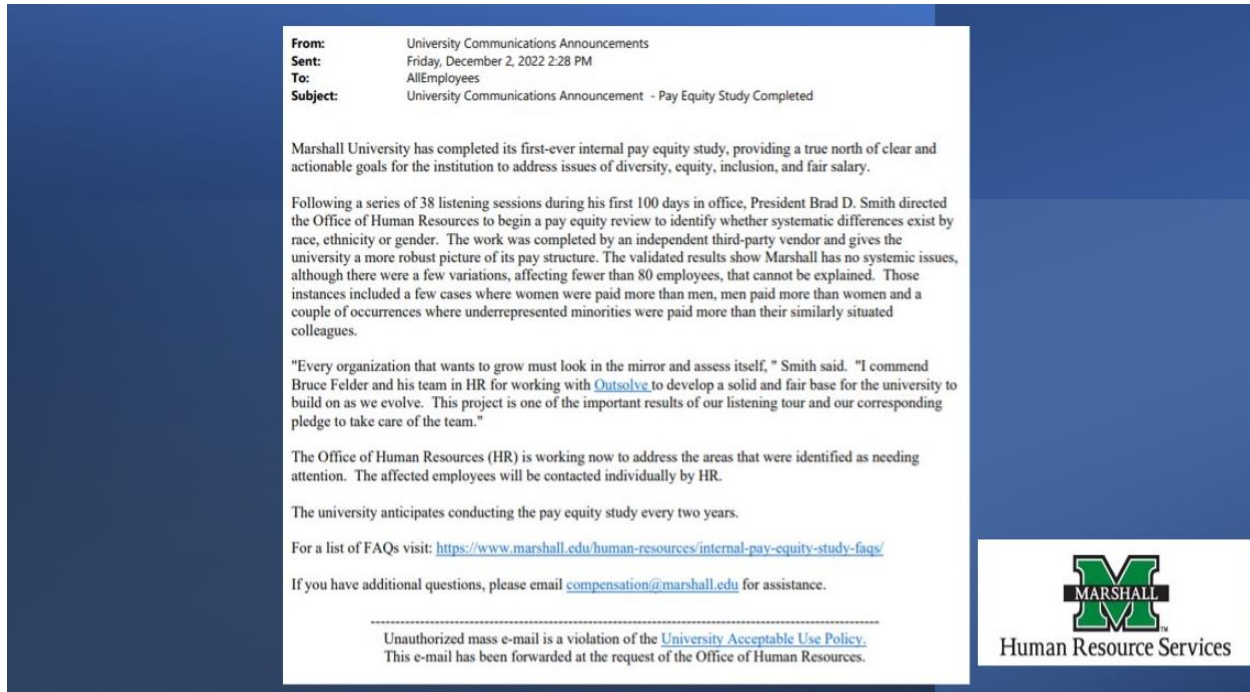
Page 16 of Compensation Guidelines <https://www.marshall.edu/human-resources/files/Compensation-Guidelines.pdf>
Page 3 of HEPC Job Classification Guidelines <https://www.marshall.edu/human-resources/new-classification-compensation-model/>. Both can be found on the Class/Comp section of our website.

- **Are there still revisions being made to the remote work/telecommuting policy?** <https://www.marshall.edu/board/files/MUBOG-HR-6-Telecommuting.pdf>



Human Resource Services

- The Board of Governor's HR-6 Telecommuting Policy was left in place, as it was determined that it was broad enough for what we needed it to be.
 - Human Resources is working individually with departments on procedures regarding the policy. The decision was made to put it in the hands of the divisional vice president to maintain telecommuting approval for their areas.
- The email referenced above regarding the gender equity study is as follows:



From: University Communications Announcements
Sent: Friday, December 2, 2022 2:28 PM
To: AllEmployees
Subject: University Communications Announcement - Pay Equity Study Completed

Marshall University has completed its first-ever internal pay equity study, providing a true north of clear and actionable goals for the institution to address issues of diversity, equity, inclusion, and fair salary.

Following a series of 38 listening sessions during his first 100 days in office, President Brad D. Smith directed the Office of Human Resources to begin a pay equity review to identify whether systematic differences exist by race, ethnicity or gender. The work was completed by an independent third-party vendor and gives the university a more robust picture of its pay structure. The validated results show Marshall has no systemic issues, although there were a few variations, affecting fewer than 80 employees, that cannot be explained. Those instances included a few cases where women were paid more than men, men paid more than women and a couple of occurrences where underrepresented minorities were paid more than their similarly situated colleagues.

"Every organization that wants to grow must look in the mirror and assess itself," Smith said. "I commend Bruce Felder and his team in HR for working with [Outsolve](#) to develop a solid and fair base for the university to build on as we evolve. This project is one of the important results of our listening tour and our corresponding pledge to take care of the team."


The Office of Human Resources (HR) is working now to address the areas that were identified as needing attention. The affected employees will be contacted individually by HR.

The university anticipates conducting the pay equity study every two years.

For a list of FAQs visit: <https://www.marshall.edu/human-resources/internal-pay-equity-study-faqs/>

If you have additional questions, please email compensation@marshall.edu for assistance.

Unauthorized mass e-mail is a violation of the [University Acceptable Use Policy](#).
This e-mail has been forwarded at the request of the Office of Human Resources.



Tracy Smith – Safety

- An action learning team has been established for campus carry, and is gathering information and best practices for when we implement campus carry.

Charlotte Weber – Government Relations

- May 7th, 8th and 9th Marshall University will host the West Virginia Legislature on campus for their regular May interim meetings.
- Tony Waugh and Carol Hurula will represent Classified Staff during those three days.
- Their meetings will be in different rooms of the Student Center.
- They will be taking excursions to various parts of Marshall and Huntington.
- Once complete, they will share the whole schedule.

Approval of Minutes

- February 16th minutes approved as written.
- March 16th minutes approved as written.

Teresa Meddings – ACCE

- ACCE meeting was held at Concord University in Athens, WV.
- Concord COO and CHRO, Dan Fitzpatrick, spoke about their campus and ideas for them.
- Reviewed and approved March minutes. January, February and March minutes should all be posted on the website.
- Previous discussions about distributing a survey to all institutions has still been pushed back. They will likely need to speak to each of the institution presidents on the reasoning for it.
- Four institutions have no ACCE Rep: Blue Ridge CTC, Pierpont CTC, Eastern CTC, and HEPC. Glenville also just lost their representative. Current ACCE members are reaching out to those institutions to see how they can help.
- Had a work session on the bylaws, and are tasked with reading through those again before the next ACCE meeting.
- The annual ACCE retreat is in July, likely at Canaan Valley again.
 - Teresa stated that she is looking into having Dicky Parker from MUPD do a presentation on how to prepare for SB-10 and campus carry.
- Some institutions have moved all their staff to non-classified staff, which has nothing in State Code regarding representation like institutions with classified staff does.
- An article in the Mountaineer E-News regarding WVU is titled "WVU Offers Voluntary Work Time Reduction Program for Staff and Faculty" was discussed. The program would ask employees to voluntarily reduce their hours and take a pay cut.
 - <https://enews.wvu.edu/articles/2023/04/18/wvu-offers-voluntary-work-time-reduction-program-for-staff-and-faculty>
- ACCE will be on Marshall's campus for their May 19th meeting in the Shawkey Dining Room from approximately 9am-4pm. President Smith is scheduled to come in at 9am.

Committee Reports

Election Committee – Nina Barrett – 2023 General Election started that morning and online voting will continue through April 24th. Voting information went out via email to all classified staff.

Legislative Committee – Carol Hurula – No report.

Personnel/Finance Committee – Teresa Meddings – No report.

Physical Environment Committee – Becky Lusher – No report.

Service/Staff Development Committee – Eric Wallace – No report.

Announcements

Minutes taken and prepared by: _____
Katie M. Counts, Program Assistant, Classified Staff Council

Minutes approved by: _____
Tony Waugh, Chair, Classified Staff Council

Minutes read by: _____
Brad D. Smith, University President