

Advisory Council of Classified Employees

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Minutes  
August 15, 2012  
Marshall University Graduate College  
South Charleston, WV

ATTENDANCE:

Members in attendance:

Amy Pitzer, Concord University  
Barbara Boyd, WVU Institute of Technology  
Ken Harbaugh, Shepherd University  
Robert Long, WV Higher Education Policy Commission  
Paul Martinelli, West Virginia University  
Teri Wells, Southern West Virginia Community and Technical College  
Johnna Beane, WVU Health Sciences Center – Charleston Division  
Deborah Harvey, West Virginia School of Osteopathic Medicine  
Carol Hurula, Marshall University  
William Porterfield, West Virginia State University  
Sherry Mitchell, Fairmont State University

Excused:

Mary Igo, New River Community and Technical College  
Lee Ann Porterfield, Kanawha Valley Community and Technical College  
Timothy Beardsley, WVU at Parkersburg  
Natasha Robinson, Mountwest Community and Technical College  
Beverly Jones, Pierpont Community and Technical College  
Mary Alltop, Glenville State College  
Verne Britton, WV Network for Educational Telecomputing  
Fred Hardee, Bluefield State College  
Dixie Heavener, Potomac State College of WVU  
Anne Wilmoth, Blue Ridge Community and Technical College  
Melanie Eberhart, West Virginia Northern Community College  
Melanie Whittington, Bridgemont Community and Technical College  
Mary Ann Edwards, West Liberty University  
Lacey Koontz, Eastern West Virginia Community and Technical College  
Janene Seacrest, Council for Community and Technical College Education

Guest:

Laura Nauman, Human Resources Program Specialist

## **CALL TO ORDER**

Chairperson Amy Pitzer called the meeting to order at 9:10AM. A quorum was not established for this meeting.

## **APPROVAL OF MINUTES**

Minutes will be discussed and approved during the September 2012 meeting.

## **EMERGENCY RULE**

Before work ensued on Draft 1 of the Emergency Rule, Chairperson, Amy Pitzer, began the meeting with an overview of rules. She discussed the need for a purpose and authority in all rules. She also brought to our attention Series 4, which is a rule on rules. In Series 4, it is stated that an institutional rule may be effective for 90 days. Furthermore, an emergency rule and final rule must be filed at the same time.

In order to compose an effective emergency rule, the emergency rule should be compared against other rules and series. During the Emergency Rule discussion at the ACCE retreat, it was determined that the current Emergency Rule should be compared against Series 8, 14, 38, 39, and 40, as well as Senate Bill 330.

## **GROUP 1 EMERGENCY RULE DISCUSSION**

Group 1 was charged with reviewing Sections 1 – 14. The group was chaired by Johnna Beane. Ms. Beane presented the Council with the update of these sections, which included the comments provided by the work group. She explained that Sections 1 -14 were compared against SB 330 and the other Series. The Council, along with guest, Laura Nauman, discussed each heading of the sections and reviewed the comments.

The majority of discussion time and comments were dedicated to Section 3, Definitions. Some of the comments were in regards to general grammar, typographical, and language corrections. Other comments were more specific in regards to the comparison made to SB 330 and other Series. It was determined that the wording in some of the definitions was vague, the wording needed to be clearly defined, and language from the comparison documents needed to be added.

Although the Council did not discuss the other sections at great length, we did review the comments made by Group 1 to determine if more information should be added. As time allowed, discussion ensued regarding the composition of Draft 3, which had not been shared with the Council at this time.

There being no further business to come before the Council, the meeting adjourned at 4:23PM.

Respectfully Submitted:

Teri Wells, ACCE Secretary