

Minutes
February 13, 2013
West Virginia School of Osteopathic Medicine (WVSOM)
Lewisburg, WV

ATTENDANCE:

Members in attendance:

Amy Pitzer, Concord University
Ken Harbaugh, Shepherd University
Robert Long, WV Higher Education Policy Commission
Teri Wells, Southern West Virginia Community and Technical College
Bernadette Capaldi (proxy), Potomac State College of WVU
Carol Hurula, Marshall University
Johnna Beane, WVU Health Sciences Center – Charleston Division
Mike Dunn, Mountwest Community and Technical College
Barbara Boyd, WVU Institute of Technology
Mary Igo, New River Community and Technical College
Deborah Harvey, West Virginia School of Osteopathic Medicine
William Porterfield, West Virginia State University
Paul Martinelli, West Virginia University
Mary Alltop, Glenville State College
Timothy Beardsley, WVU at Parkersburg
Melanie Whittington, Bridgemont Community and Technical College

Excused:

Verne Britton, WV Network for Educational Telecomputing
Dixie Heavener, Potomac State College of WVU
Lee Ann Porterfield, Kanawha Valley Community and Technical College
Lacey Koontz, Eastern West Virginia Community and Technical College
Anne Wilmoth, Blue Ridge Community and Technical College
Melanie Eberhart, West Virginia Northern Community College
Fred Hardee, Bluefield State College
Sherry Mitchell, Fairmont State University
Mary Ann Edwards, West Liberty University
Beverly Jones, Pierpont Community and Technical College

Unexcused:

Janene Seacrist, Council for Community and Technical College Education

Guest:

Mark Toor, Vice Chancellor for Human Resources
John Schriefer, WVSOM
Belinda Evans, WVSOM
Kathy Hoke, WVSOM
Leslie Bicksler, WVSOM
Angie Amick, WVSOM
Tricia Hoover, WVSOM

CALL TO ORDER

Chairperson Amy Pitzer called the meeting to order at 9:00AM and a quorum was established.

WELCOME FROM THE PRESIDENT

President Michael Adelman, D.O., J.D. welcomed ACCE to the WV School of Osteopathic Medicine (WVSOM). During his remarks, he discussed the accomplishments of the school, as well as the challenges the school was facing.

President Adelman also discussed Senate Bill (SB) 330, and then opened the floor for further discussion on the subject. He was very receptive of the suggestion made by Mr. Ken Harbaugh to keep communication lines open between the President's Office and the Chief Human Resource Officer (CHRO).

Before President Adelman concluded his welcome, he commented that he "appreciates everyone – it takes everyone to make the institution successful."

APPROVAL OF MINUTES

The December 2012 and January 2013 minutes were distributed for review. Ms. Mary Igo motioned to accept the December minutes with changes; Ms. Mary Alltop seconded. The motion carried unanimously. Mr. Ken Harbaugh motioned to accept the January minutes with changes; Mr. Tim Beardsley seconded. The motion carried unanimously.

LIAISON REPORT

ACCE welcomed guest Mr. Mark Toor, Vice Chancellor for Human Resources. Mr. Toor provided the liaison report:

- Reported that most of the work he has completed thus far as Vice Chancellor is related to Senate Bill 330. He feels he is making progress, although it may be in small increments.
- He has created a list of reports, studies, and obligation of his office as it relates to SB 330.
- Mr. Toor explained to ACCE that there was an element of SB 330 that concerned him. This element was the update to LOCEA every six months. As of the February 2013 ACCE meeting, there had been no formal communication with LOCEA since last January. Mr. Toor stated that he will begin to fulfill that requirement under statute since there are specific elements on which he must report.
- Mr. Toor provided an update in regards to ModernThink. Mr. Toor, along with the Chancellor, had recently participated in a conference call with ModernThink. ModernThink is preparing to present to ACCE on March 20, 2013.

- Ms. Johnna Beane raised concerns that ModernThink only reviewed policies and not practices for institutions. Mr. Ken Harbaugh agreed by stating that polices are set; however, practices may fluctuate. Mr. Toor stated that he felt ModernThink did good work as they engaged an outside firm to review policies. He further explained that the purpose of the final report from ModernThink was to make sure their findings were reported accurately.
- Mr. Robert Long brought about the subject of Reduction in Force (RIF). He explained that many institutions are in dire financial situations, combined with 7.5% budget cuts, RIF must be reviewed immediately.
- Mr. Toor provided an update in regards to the Director of Classification and Compensation. A national search will be conducted. The Director of Training and Development position is lower priority at this time, although it must be filled to meet SB 330 requirements.
- Mr. Harbaugh encouraged Mr. Toor to continue to work diligently on SB 330 in order to keep his commitment to ACCE. Mr. Harbaugh also stated that ACCE was “starving” for information and updates. He suggested that Mr. Toor provide regular updates by creating a quarterly newsletter, or email. He suggested that Mr. Toor’s LOCEA report could be sent to ACCE.
- Mr. Harbaugh opened the discussion of the Fox Lawson market study. Mr. Harbaugh stated that Fox Lawson has needed direction from the beginning; however, have not received it. Discussion ensued on this topic.

Before Mr. Toor concluded his update, he stated that his goal is to get ACCE and the CHROs together to create a legislative agenda to tweak SB 330.

NAVIGATING THE LEGISLATIVE WEB SITE; BILL TRACKING

The veteran ACCE members provided a session on navigating through the legislative website, www.legis.state.wv.us, and using the Bill Tracking and Bill Status links. Each discussed the importance of contacting senators and delegates in an effort to let them know who we are as ACCE representatives. Furthermore, the Legislative Committee of ACCE was encouraged to create an account on the legislative website.

COMMITTEE REPORTS

Ms. Amy Pitzer, Chair, three areas in regards to ACCE committees. Those were committee meeting dates and time; short-term and long-term goals and timeframes; and collaboration with other committees.

LEADERSHIP CONFERENCE PLANNING

The ACCE members began discussing possible locations for the leadership conference to be held in June. The conference is open to classified staff, Classified Staff Council members, Board of Governor representatives, legislators, and the chancellors. Ms. Johnna Beane passed around a brochure from the Bridgeport Inn Conference Center. Ms. Pitzer requested that Ms. Teri Wells contact the conference center for reservation information. Other possible locations included Waterfront Place Hotel, Lakeview Resort & Spa, and Stonewall Jackson Resort. It is important to have the location booked in the next few weeks.

Additionally, the ACCE members began discussing the keynote speaker, as well as topics to be covered at the leadership conference. Possible topics were the unity agenda, conflict resolution, legislative review, PIQ training, and the role of Classified Staff Council. A final agenda will be forthcoming.

UPCOMING MEETINGS

- March 20 – ACCE at WV Higher Ed Tech Park, Room 1304
Meeting with ModernThink – Final Report
- March 21 – Higher Education Day at the Legislature
- March 27 – Classification Training in Flatwoods
- April 12 – ACCE at the Capitol
- April 13 – Last day of session

ADJOURNMENT

ACCE would like to thank Ms. Deborah Harvey and WV School of Osteopathic Medicine for their hospitality in hosting the meeting. There being no further business to come before the Council, the meeting adjourned at 2:33PM. The March 20th ACCE meeting will be held at WV Higher Ed Tech Park in South Charleston.

Respectfully Submitted:

Teri Wells, ACCE Secretary