

Advisory Council of Classified Employees 2014-2015

Minutes of ACCE Meeting
March 13, 2015
Marshall University Graduate College – Charleston, WV

ATTENDANCE

Members in Attendance:

Lee Ann Porterfield, BridgeValley Community and Technical College
Sherry Mitchell, Fairmont State University
Kenneth Harbaugh, Shepherd University
Carol Hurula, Marshall University
Chris Stevens, Mountwest Community and Technical College
Lori Midkiff, New River Community and Technical College
Beverly Jones, Pierpont Community and Technical College
Jeremy Kaler, Potomac State College of West Virginia University
Teri Wells, Southern West Virginia Community and Technical College
Carrie Watters, West Virginia Higher Education Policy Commission
Verne Britton, West Virginia Network for Educational Telecomputing (WVNET)
Jenna Derrico, West Virginia Northern Community College
Debbie Harvey, West Virginia School of Osteopathic Medicine
Bill Porterfield, West Virginia State University
Paul Martinelli, West Virginia University
Timothy Beardsley, West Virginia University at Parkersburg
Barbara Boyd, West Virginia University Institute of Technology

Excused:

VACANT, Blue Ridge Community and Technical College
Louis Belt, Bluefield State College
Amy Pitzer, Concord University
Lacey Koontz, Eastern West Virginia Community and Technical College
VACANT, Glenville State College
Bob Wise, West Liberty University
Johnna Beane, West Virginia University Robert C. Byrd Health Sciences Center Charleston

Unexcused:

Janene Seacrist, Council for Community and Technical College

Guests:

Connie Blevins-Bailey, Glenville State College
Patricia Clay, Vice Chancellor of Human Resources, Higher Education Policy Commission
April Johnson, Blue Ridge Community and Technical College
Robert E. Long, Retired Classified Staff

*Not every guest is present for the entire length of the meeting due to other obligations and time limits.

CALL TO ORDER

Chairperson Teri Wells from Southern WV Community and Technical College convened the meeting at 9:15 am. A quorum was established.

MINUTES

Ms. Boyd motioned to accept the February minutes as amended. Mr. Martinelli seconded. Motion carried.

DISCUSSION OF SENATE BILL 439

ACCE discussed the progress of Senate Bill 439 through the legislature. Some of the sponsors as well as some institutional administrators who pushed for it seemed unaware of the extent of the bill's contents and likely effects. ACCE discussed needed changes to the bill, such as moving the deadline for completing the market studies earlier to allow for the results to be available in enough time for the 2016 legislative session and asking for a study of compensation models to be done in the interim months in order to inform the decision on which model the system should adopt.

LEADERSHIP CONFERENCE UPDATE

The conference will be June 15- 17th at the Days Inn at Flatwoods. ACCE discussed possible guests, speakers, trainings, and presentations as well as arrangements for travel and funding. Suggestions were made to invite new legislative leaders or a panel of CHROs. Events Committee will meet to finalize guest speakers by end of April. Possible presentations discussed included:

- Breakout sessions for BOG reps, ACCE reps, and CSC Chairs
- Building a Supportive Classified Staff Council
- Getting involved in the legislative process
- Responsibilities of Classified Staff leaders
- Comprehensive analysis of SB 439 (possible presenter: Vice Chancellor Patricia Clay)
- Meeting with Executive Committee of ACF

CLASSIFIED STAFF ELECTIONS

The group discussed various election practices at each of the institutions, methods used to increase participation and validity, and applicable sections of code related to elections. Elections are to occur in the month of April of odd-numbered years. The Classified Staff Council Chair must be elected from all Classified Staff, not from the Classified Staff Council. ACCE reps are ex-officio voting members of Staff Councils.

CAMPUS CONCERNS

Ms. Wells moved that the May ACCE meeting be moved to a more centralized location in the Charleston area and that Shepherd University be put on the short list for consideration for fall 2015 meeting locations. Mr. Kaler seconded. Motion carried. Ms. Watters suggested that the May meeting could possibly be hosted by the HEPC and offered to get more information to the group.

Ms. Watters expressed that some institutions are experiencing increased difficulty in recruiting at high schools. Recruiters are often only allowed to visit during lunch times and are told to stay at their tables rather than mingle or try to draw students to their tables. They also aren't given the same leeway to meet with students outside of the classroom. This may be doing a disservice to students.

Reserve funds vary wildly between institutions, but on the whole are dipping as the budget cuts continue. Board reports document this trend.

LIASION REPORT – PATRICIA CLAY, VICE CHANCELLOR OF HUMAN RESOURCES, HIGHER EDUCATION POLICY COMMISSION

TIAA-CREF program currently allows employees to take out as many loans as they want (up to \$50,000 total) from their retirement savings, which has caused problems with defaults as well as with retirees who do not have the funds they need. HEPC approved limiting the loans to no more than 3 active loans at a time, effective July 1. Under discussion is whether employees should be able to borrow only from what they contribute rather than from the matching funds, but currently, employees are 100% vested from the time the money's deposited. A possible solution

would be increasing the vestment period. HEPC is establishing a Retirement Advising Committee to broaden the base to discuss and advise on retirement issues. ACCE is supportive.

Discussion of Arrears Pay – Arrearage payment needs to be coded as regular pay (not overtime, interim, etc.). Employees receiving fewer than 12 yearly payments can put schools in a bad position as the last payment of the year is technically an advance, but the schools have no guarantee the employee will return the next year to earn that money. That \$ is then owed back to the school.

New members have been approved for the JCC with discussion of granting the VC of HR the authority to approve membership of the JCC and CPRC. Since the HEPC meets so rarely, it can be hard to keep the committees staffed and trained year-round. Vice Chancellor Clay will be conducting classification training with committee members and HR staff but can do another training more widely open to ACCE and other interested parties.

SB 439 – Faculty have been removed from the market study and the term RME is gone, but there is still language in code protecting the idea of equity. Schools will report compensation between groups as well as comparisons to their markets. Classified study will be used to develop a new minimum salary schedule and identify midpoints. Nonclassified study results and consultant recommendations will be given to institutions; they will not be required to make any particular changes regarding equity but they must still report salary data and their decisions needs to be consistent with their compensation philosophies/policies. % of nonclassified allowed has been increased to 25% and 10% of that will be allowed to be “critical retention,” as designated by the President. Annual report will require individual breakdown of nonclassified employees with justification for why they are designated as that category. The Commission/Council strongly oppose WVU’s attempt to change the language regarding the membership of the JCC and CPRC. The proposal would have made the committee membership disproportionate and unfair.

RFP for market studies not yet completed. Initial draft to be released prior to April meeting. Vice Chancellor Clay expects a new compensation schedule for classified employees by September 2016 to set the stage for a new salary rule to follow.

There being no further business before the Council, Ms. Boyd made a motion to adjourn at 3:45 pm. Ms. Jones seconded. Motion carried.

Respectfully Submitted
Jenna Derrico, Secretary