



MINUTES
West Liberty University
September 21, 2016

ATTENDANCE:

Teri Wells	Southern WV Community and Technical College
Thom Conner	Bridge Valley Community and Technical College
Pamela Shrader	Eastern Community and Technical College
Becky Miller	Fairmont State University
Sherri Goff	Glenville State College
Carol Hurula	Marshall University
Beverly Jones	Pierpont Community and Technical College
Ken Harbaugh	Shepherd University
Karen Martin	West Virginia Higher Education Policy Commission
Barbara Boyd	WVU-Institute of Technology
Bob Wise	West Liberty State University
Verne Britton	West Virginia Network for Educational Telecomputing
Belinda Evans	West Virginia School of Osteopathic Medicine
Robin Tabor	West Virginia State University
Linda & Ron Campolong (Proxy)	West Virginia University
Melanie Baker	West Virginia Northern Community and Technical College
Michelle Nabers	WVU-Parkersburg

EXCUSED:

Amy Pitzer	Concord University
Louis Belt	Bluefield State
VACANT	Blue Ridge Community and Technical College
Angie Kerns	Council for Community and Technical College Education
Bethany Perry	Mountwest Community and Technical College
Lori Midkiff	New River Community and Technical College
Renee Anderson	Potomac State College
VACANT	WVU Robert C. Byrd Health Sciences Center

GUESTS:

Dr. Stephen Greiner	President, West Liberty University
Bob Long	Retired ACCE member
Katie Cooper	West Liberty University
Michelle Stack	West Liberty University
Stephanie North	West Liberty University
Dawn Swiger	West Liberty University
Mary Ann Edward	West Liberty University
Kate Billings	West Liberty University



Vice Chair, Terri Wells called the meeting to order at 9:10am

Newly appointed President of West Liberty, Stephen Greiner thanked staff for their dedication and work. Recognized as being the backbone of Higher Education. His feeling is that universities and HEPC need to attack legislative session as a united front. Discussed projected \$300 million decrease on projected revenue next year.

ACCE member's discussion:

Two ad hoc committees on ACCE looking at layoffs vs. furloughs, the other on the elimination of HEPC and CCTC.

Layoffs vs. furloughs – half schools have them or are working on them, the other half do not. Continued discussion on terminology in code indicating the two are treated the same way – which needs to be corrected.

HEPC/CCTC elimination– review the web-site at www.ecs.org it has a ton of information on the impact that any elimination would have on the universities.

VCHR Trish Clay and Director of Class & Comp Bruce Cottrill – phoned in to meeting.

HEPC Legislative Item:

Trish inquired what ACCE members thought about legislative news on the elimination of HEPC.

*informed them sub-committee doing research on how other higher education systems are structured in other states.

Bruce noted this is a trend and not just in WV.

Trish indicated when an institution doesn't like information from the HEPC that they turn to state code where it indicates the authority given to the BOG.

Trish /ACCE – question whether those auditing whether HEPC is needed, understand Higher Education?

Market Study:

Bruce indicated another roadblock.

MERCER is not recommending a point factor methodology. *Previously this was noted that MERCER wanted the point factor reduced saying 13 was too many but no information was provided up until now on how many they recommended.

Bruce indicated MERCER recommended move away from point factor methodology because it creates jobs that don't exist and creates an equity issue.

MERCER took what HEPC had and did a market study.

The study is the end point of the product.

Right now they are stuck on methodology to use (where we are at this moment).

MERCER is recommending purely market driven system. Bruce to call for clarification.

Next step would be to get guidelines in place for comment period.

MERCER to meet with Trish & Bruce.

Plan would be to get in FY17 legislative session.



HEPC wants WVNET to set up gamma phases for individual institutions to submit reports, rather than paper reports as OASIS will not work for CHRO to classify & compensate employees since Marshall and WVU has opted out and OASIS would only have 50% of employees.

FLSA Update:

FLSA to take place December 1. ACCE asks what information has HEPC provided to the universities?

Trish indicated first of November they will have a meeting with CHROs.

Informal poll of CHROs indicated most were still working on how to implement.

CHROs doing their own analysis.

Same pay grade can be exempt & non-exempt depending on duties.

Accountant or Accountant Senior never worked OT, no reason to be exempt.

Can't work or answer emails after shift. If you exempt them to, must be compensated.

Annual Experience Increment is not included in the salary.

Concern is RDs, Admission Counselors

Noted duties test

Flexible schedules

ACCE asks for website to be updated as nothing has been posted since the first FAQs.

Legislative agenda – Trish indicated market study is the only thing they see.

ACCE concern with timing – Trish indicated this would be priority during the session.

Legislative Agenda:

ACCE asks if 18B open to address the furlough & layoff language. She said she had discussed with legal counsel and chancellor.

Analyzed and make suggestions at minimum to separate out this language as code currently includes bumping rights for furloughs.

ACCE member stressed importance that HEPC provide guidelines on furloughs & layoffs.

Kronos:

Discussion on Kronos timekeeping.

Leave is accrued by taking your monthly leave x 12 and then divide that by 26 (number of pay periods). Members discussed how OASIS is reflecting this. Seems to be some concern.

Accrual of exempt & non-exempt has no difference.

Leave accrual based on years of service.

A/L at end of pay period.

A/L accrued flat rate no change. (1st day of month).

Maximum allowed cut-off no difference in how much you accrue

No change accrual policy is every pay period.

All employees are encouraged to check their MyState and compare it to Oasis.

If it isn't correct, report the difference to HR.

Best Practices:

Best Practices Manual – There are two CHROs working on this. On Trish's "to do" list. Robin's note says 11 of 18 chapters completed. Trish noted that Bruce Walker had refused to accept the last chapter and that she would look into status. ACCE member suggested this would be great to have on the website.



Trish said there will be a study of higher education governance structure and she expects such bill will be passed in the 2017 session for such a study.

ACCE Members Further Discussion:

Discussion of news article by Brooks McCabe. Whereas he speaks to possibility of greater savings; that the state has too many colleges and too much administrative oversight. How this type of discussion or review may be on the legislative agenda.

Ken Harbaugh made motion that the ACCE Executive Committee meet at HEPC office to discuss class & comp including MERCER, Chancellor, Trish and Bruce. Karen Martin seconded motion, motion carried.

ACCE's three things to work towards; stop cuts to higher education, furlough vs. layoff policy, and ensure market study gets implemented in a timely manner.

HEPC Report Card was distributed last week via e-mail. WV State was the only school to cut number of employees (33). Also reported is number of professional development hours which seems elevated compared to what was offered.

Teri asked that the minutes reflect ACCE's appreciation to Bob Wise and West Liberty University for hosting the meeting. Motion to end meeting by Robin Tabor, Ken seconded motion, motion carried. Meeting adjourned 3:35pm.

Carol Hurula, Marshall University rep

Robin Tabor, WV State University rep

Amy Pitzer, Chair