



## Meeting Minutes

**December 12, 2018**  
**Marshall University Graduate College**  
**Room GC319**  
**9:00 a.m.**

### **MEMBERS PRESENT**

Jayne Angle	Shepherd University
Verne Britton	West Virginia Network for Educational Telecomputing
Michael Caplinger	WVU-Parkersburg
Anita Davis	Pierpont Community and Technical College
Jane Fouty (Proxy)	BridgeValley Community and Technical College
Sheri Goff	Glenville State College
Chris Gray	Southern WV Community and Technical College
Amy Pitzer	Concord University
Jessica Porter	WVU – Institute of Technology
Dee Preston	Mountwest Community and Technical College
Shirley Robinson	West Virginia University
Barbara Sanders	West Virginia School of Osteopathic Medicine
Carrie Watters	West Virginia Higher Education Policy Commission

### **MEMBERS ABSENT**

**(EXCUSED)** David Hays – West Virginia State University  
Darryl Clausell – West Virginia Northern Community College  
Tim Melvin – Marshall University  
Becky Miller – Fairmont State University  
Lisa Neel – Bluefield State College  
Scottie Samples – WVU – Potomac State College  
Kelly Taber – New River Community and Technical College

**(UNEXCUSED)** Diane Blady – Blue Ridge Community and Technical College  
Tammy Ours – Eastern WV Comm. and Technical College  
Janene Seacrist – Comm. and Technical College System of WV  
Bob Wise – West Liberty University

### **GUESTS**

Ken Harbaugh	Emeritus
Patricia Humphries	West Virginia Higher Education Policy Commission
Bob Long	Emeritus
Matt Turner	West Virginia Higher Education Policy Commission

## I. CALL TO ORDER & ESTABLISH QUORUM

Amy Pitzer, Chair, called the meeting to order at 9:00 am. Welcomed Matt Turner and Patricia Humphries, from the HEPC, to today's ACCE meeting.

## II. MINUTES (*Anita Davis*)

Review of November minutes. Discussion. Motion to approve minutes by Chris Gray, seconded by Carrie Watters. Vote all in favor. Motion carried.

## III. LIAISON REPORT - MATT TURNER and PATRICIA HUMPHRIES

### a. HEPC Legislation Update

- Recent announcement of Senator Patricia Rucker (R-Jefferson County) will serve as Senate Education Committee Chair for the next legislative session. Senator Rucker – public school vs. home school kids for PROMISE scholarship. K12 teachers have expressed concern of Senator Rucker's appointment as committee chair. House Education Committee has not announced their new chair at this time.
- Del Espinoza is now majority whip – role to count votes and obtain speaker's agenda.
- **What legislation is the HEPC promoting?** HEPC is in a weakened position due to Blue Ribbon Commission (BRC) proposal of 300 pages, which recommends taking functions from HEPC and establish Department of Post-Secondary Education. HEPC served to educate representatives and constituents on the real effects of legislation.
- **Discussion of proposed "free college" for WV Community Colleges, like the state of Tennessee model.** WV would provide funding as the "last dollar in" after students qualify and receive Pell Grants, PROMISE, grants, scholarships, etc. The term "free community college" is not well-received by higher education.
- WV leader in success rates of Series 21 of co-requisite remediation instead of the previous model of development courses without credits that apply towards graduation.
- There are many new representatives in the next state legislative session who need explanation, and further details, on what Higher Education is, and does, for WV.

### b. Discussion about the Future of HEPC

- Employees are concerned if the HEPC will remain, or how the state legislature will restructure the Commission as the same agency.
- Make sure ACCE's voice continues to be heard at the state legislature. Students have not been active and visible with state legislatures. ACCE needs to be strong; ACCE must stand up, act on concerns, relay HEPC concerns to the Council and Commission for the Governor, write letters to the Governor, and keep communications open.
- Higher Education should remain Higher Education, not under the K12 Department of Education.
- HEPC has a good relationship with staff in the Governor's Office, and with other legislative staff that values HEPC opinion.
- **Is HEPC willing to evaluate organizational weaknesses? Who is identifying/correcting these issues?** HEPC is malleable group with concerns of who will hold institutions accountable for the state. HEPC should not move to an all service model, but there are things to let go of and things to keep. Wholesale changes should be vetted properly first. BRC members should visit campuses, meet with faculty/staff/students. HEPC is not a governing board. HEPC has decreased the number of data requests in an effort to streamline institutional reporting. HEPC excited for student success. HEPC will take on

new adult-learner initiatives, new grants, Lumina, Gates Foundation, and WV ROCKS (opportunity for WVNET to expand).

c. **Additional Updates**

- Carolyn Long also looking at employee retirements and other issues, such as PEIA.
- Discussion of “best practices” manual and various positions. Seven chapters previously completed, submitted to HEPC, but project “died” due to loss of editor, other priorities. Patricia Humphries intends to revive best practices. ACCE’s position is to have a guide, or “bible” to make sure all employees are treated equally, the same across institutions. The term “shared-governance” may be used, but institutions do not follow through in day-to-day practice. Shared governance standards should have the same exact definition throughout all higher education institutions in WV.
- The HEPC requires Board of Governors training, mandated by state statute, this is opportunity to learn/understand shared governance; in-person training will be brought back by HEPC (next summer time frame, pending legislative acts). **How are BOG members removed if they do not complete training?** HEPC reports to Governor Office; then Governor’s Office takes action on BOG members who do not complete training. Usually the HEPC board liaison/secretary sends out notice of training and reminders.
- **Have some institutional Presidents have bitten off more than they can chew?** There is quite a difference in BOG involvement from campus to campus. The legislature may not understand the different range of nuances from one institutional BOG to another. There have been discussions regarding BOG member appointments, level of campus involvement, how to assess individual BOG member performance reviews. However, there are no proposals planned to address these issues. Discussions include questions on what if there are “tiers of flexibility? autonomy? accountability?” depending on institutions’ performance on student success, financial, etc. of BOG outcomes.
- **Any consideration of changing BOG model for institutions?** Local governance is best, but also need statewide accountability, appropriate limitations, such as “seamless credit transfer” or you may see tuition rates may rise sky-high. Public reports on accountability, but is only every 5 years, but it appears we are moving farther away because institutions do not want any kind of grade on their performance areas.
- **What is the definition of seamless transfer of academic credits?** Huge support of credits transferring to other state institutions with at least 70 percent of course objectives matching. The recent Complete College America conference; ex. Maryland that has a model of “common course numbering” from a master list. Is there a way to do that as to not to disrupt local campuses? Will follow up once HEPC status from legislature is settled. There is a formal complaint process in place to address issues of seamless course transfer.
- **What institutions are yet to become exempt from personnel rules, except WVSOM, WVU, Marshall?** No other schools have requested to be exempt for personnel rules, however, even when institutions write their own personnel rules, they must follow state codes and HEPC or CCTCE Rules and guidelines.
  - Amy - ACCE fought hard against bills removing classified staff; institutions ignoring the law, denying employee rights. There is no higher authority of accountability if the Commission is gone.
  - Patricia Humphries - only accountability was in the required reports. Institutions say that the Integrated Postsecondary Education Data System (IPEDS) is enough accountability.  
*[IPEDS It is a system of interrelated surveys conducted annually by the U.S. Department of Education’s National Center for Education Statistics (NCES). IPEDS*

*gathers information from every college, university, and technical and vocational institution that participates in the federal student financial aid programs. The Higher Education Act of 1965, as amended, requires that institutions that participate in federal student aid programs report data on enrollments, program completions, graduation rates, faculty and staff, finances, institutional prices, and student financial aid. These data are made available to students and parents through the College Navigator college search web site and to researchers and others through the IPEDS Data Center. To learn more about IPEDS Survey components, visit <https://nces.ed.gov/ipeds/use-the-data/survey-components>.]*

- Amy – proposed that within the next 5 years higher education will be a bigger mess; will have to start reorganization all over again. How can we make legislators understand this environment in a short amount of time? Representative turnover, leadership changes make it difficult.
  - Patricia Humphries – legislators took Rob Alsop as the position of all higher education, no interest in seeking input from HEPC, other institutions. Zero opportunity for input. Higher education is bigger than just WVU.
  - Patricia Humphries – wvOASIS has tripled the workload for all of us. Refuse to provide title codes. Provided market-pay training last week for institutions. Some of them not trained to market pricing for job grades, job titles, and pay schedules. Trying to create uniformity in reporting because every institutions is doing something different. Attempted to move away from point-factor scale.
  - Amy - JCC – market matching review. Cleaning up job titles. Job specifications not always available in CUPA.
  - Patricia Humphries – tried to break out job responsibilities, say electrician. Discussion of market information, such as ONET, CUPA, JDExpert to clean up master specs. No institution wants to assign a grade to their job titles.
  - Amy – ACCE has voiced concerns of using CUPA as only source for determining criteria of job duties, responsibilities, performance, and pay scale ranges. Need to make a case for reporting because institutions are not consistent in pay scales and other factors.
  - Patricia Humphries – last years' proposed legislation; feedback was that they could not live with classification schedule because they think it would apply to all of their employees.
- Discussion on eliminating “classified” and “non-classified” to just “all staff” employees. What does the law say about classification schedule? 18B-6, just add non-classified for representation to keep what state code protections we have left in place.
    - Patricia Humphries – changes within state code 18B-6 to include non-classified, but not listed in 18B-7, 18B-8, and 18B-9. West Liberty has defined progressive discipline well for directors and below.
    - Amy – with the exception of forcing staff into all non-classified status, which the law does not permit.
    - Sheri – new all staff council constitution passed at Glenville State College. The terms classified and non-classified staff are being replaced with staff employee. Glenville’s CHRO has not submitted revisions to the staff handbook. CHRO says she is working with institution's legal department on revisions. Progressive discipline is in the BOG policy to remove classified status. Non-classified “at-will”

- employees are also defined to the institutions' legal department. Non-classified "at-will" employees.
- Patricia Humphries – progressive discipline does not remove the "at will" of employees.
- Discussion of performance evaluation as it relates to merit-based pay. HEPC is far from finished working on this issue.
    - Carrie - Are you aware of any institutions that have set up with evaluations with this new system?
    - Patricia Humphries – Blue Ridge.
    - Sheri - RIF is not a performance management tool
    - Patricia Humphries – cannot use RIF as a way to get rid of employees because supervisor has never managed their subordinates' work performance or feedback. HEPC – legal reviews of BOG rules of community colleges and some 4-year institutions, if they submit rules. No consent of oversight. Question of is it the role of HEPC to make recommendations or not.
  - **What is the status of the annual review of salary structure?**
    - Patricia Humphries – scheduled for May 2018. Must do every 3 years. Purchased CUPA salary survey for everyone's access in Market Pay software. No legal requirement to enforce institutions to fund new salary schedule. ONET Online: <https://www.onetonline.org> is a quick tool to review a local/regional market in salary comparisons.
    - Amy – who and how they determine if funding is available? What new money is funding the salary schedules?
    - Patricia Humphries – increases in tuition supposed to be directed towards salary schedule
    - Amy - How many schools left not funded to minimum amounts of new salary schedule?
    - Patricia Humphries – Glenville, Bluefield, Marshall. In FY 2020 – when HR report card due, but information needed now to find/focus on where funding minimum levels

Chair Amy Pitzer thanked Matt Turner and Patricia Humphries for their candid discussion with ACCE representatives.

#### IV. COMMITTEE REPORTS/DISCUSSION

##### a. **Benefits**

PEIA task force Governor Justice submitted list. PEIA is holding meetings across the states. How is 100 million sustainable? Over 2 years? Did governor remove permission that PEIA patients near borders to go out of state to nearby hospital that is closer/specialist than in-state healthcare. Public hearing tonight, January 8, 2019.

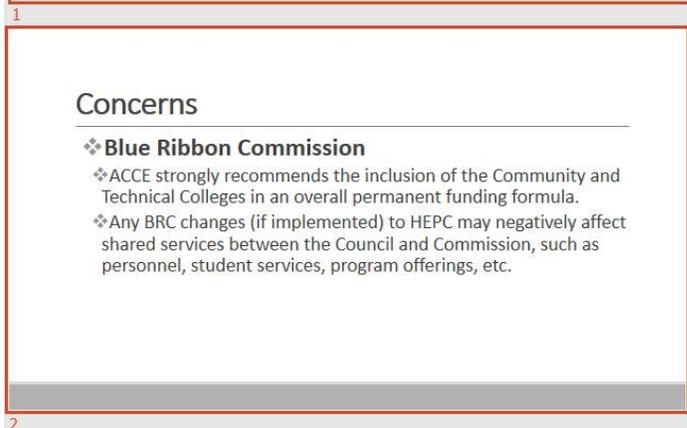
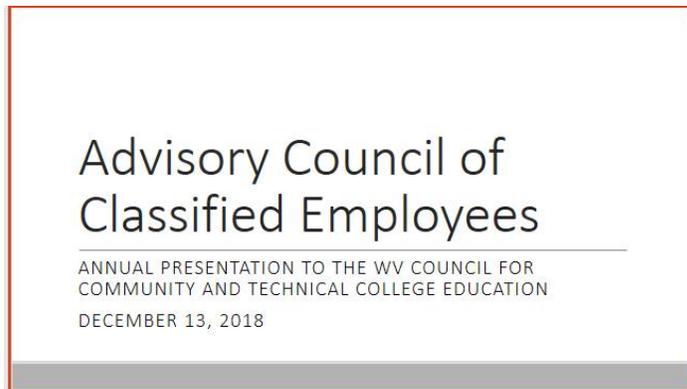
- Patricia Humphries – PEIA statement reveals that parents with children is cheaper than single adult coverage insurance.

##### b. **Legislative** – Discussion of new ACCE brochure with the list of legislative acts affecting higher education.

- c. **Web/Communications** – ACCE representatives' profiles photos updated to [www.wvacce.org](http://www.wvacce.org) website.
- d. **Student Advocacy** – Discussion of mentoring, CARE models.
- e. **Retreat** – No report at this time.
- f. **Ad-hoc Bylaws Committee** – Postponed until after annual presentations.

## V. FINALIZING ANNUAL PRESENTATION for CCTCE

Discussion of duplication of degree programs and courses of institutions in close proximity to one another. Example: Marshall University program of LPN compared to Mountwest LPN. Marshall University LPN is more expensive in tuition and fees to students as compared to LPN program of Mountwest. Rip-off to students when there is an alternative program that is less expensive. This is a problem when no institutions report to the HEPC. No real coordination between the HEPC, CCTCE, and the K12 Career Tech Education.



## Concerns

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### ❖ Duplication of Programs – Partnerships not Competition

- ❖ ACCE recommends a Council initiative of identifying duplication of program offerings across Career and Technical Education Centers (K-12), two-year and four-year institutions.
- ❖ Guided Pathways that cross these institutions, especially in close proximity to each other, will be very cost effective in contrast to duplication.

3

## Concerns

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### ❖ PEIA

- ❖ ACCE supports the Governor's commitment of \$100 million into PEIA's stabilization, but a permanent funding solution must be identified.
- ❖ Continued coverage of pre-existing conditions is a huge concern. Privatization of PEIA, under recent federal changes in ACA, could result in insurance companies increasing rates or denying coverage.
- ❖ Maintain current salary tiers in coverage. Expand options to include a new category for employee and spouse only.

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## Concerns

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### ❖ Accountability

- ❖ Focusing on the educational needs of the workforce should be the top priority.
- ❖ Lack of an authoritative entity over postsecondary education causes concern of noncompliance with personnel mandates, resulting in fairness and equity issues.

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## Accolades

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### ❖ ACCE wishes to share our strong support for

- ❖ Oversight related to the review of BOG rules and policies.
- ❖ The Reverse Credit initiative will be a positive step for our students.
- ❖ The progress with corequisite implementation has already produced positive results.

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*[Annual Presentation Commentary to the WVCTCE – by Carrie Watters]*

The members of ACCE wish to emphasize our first and most important objective, the students and their success. Many of the concerns today are being mentioned with students and their needs in mind.

The creation of the Blue Ribbon Commission has raised concerns among our constituents by clouding the future of higher education in our state. ACCE strongly recommends the inclusion of community and technical colleges in an overall permanent funding formula. Currently the Commission and the Council share several essential central office services, such as personnel, program offerings, student services, presidential searches, financial aid, and financial services. If the Commission is replaced, ACCE is worried some of those services will place a significant burden on institutions and this Council. Any Blue Ribbon Commission changes moving forward will affect both the Commission and Council. We offer our support to push for positive changes to facilitate student success and keeping institutions on track.

When a student begins their postsecondary educational journey, it can be confusing, stressful, and even aggravating. We are concerned the competition currently taking place between career and technical centers, two-year, and four-year institutions is creating unnecessary confusion and stress on students, especially in regional areas where multiple schools are in close proximity of each other. It would be more cost effective for all, to facilitate more guided pathways and partnerships in contrast to the duplication. ACCE believes this move will greatly benefit our students and possibly lead to increasing enrollment overall.

We realize PEIA changes and funding are outside the influence and control of the Council, but we request you support in pushing for positive changes. We are in favor of the Governor's proposal to add \$100 million to stabilize PEIA, but unless a more permanent funding source to meet the healthcare needs of state employees is desired. Employees represented have found it difficult to continue paying co-pays and specialist visits at an increase as well as prescriptions. Due to the opioid problem, an employee in chronic pain can only refill their prescription on a monthly basis. This often requires a doctor's visit with a potential co-pay of \$40.00 adding extra time and money. If an employee in chronic pain, due to the opioid problem in West Virginia, is required to see their specialist each month in order to get their prescription. These medicine prescriptions cannot exceed more than one month at a time. Each of these visits are costing the employee a minimum of \$40. Employees of higher education have requested to have the coverage choice returns for employee and spouse only.

In order to meet the educational needs of current and potential business in West Virginia, a more educated workforce is needed. The focus on those needs must remain the top priority for community and technical colleges. Promoting programs in high demand is just good business and better for students creating an in-state employment dedicated to their field. If there are no jobs for the programs offered, we are educating students to move out-of-state. ACCE believes returning the focus to filling the needs of the workforce in addition to the partnerships mentioned previously, are the most cost effective and student-centered approach. State code changes to human resources has allowed institutions to implement different policies, creating injustices across the CTC system. ACCE is concerned giving more autonomy and authority to individual board of governors will result in, further injustice and not be good for the students or the system as a whole.

In closing, ACCE wants to show our support for continued oversight relating to reviewing board of governors approved institutional rules and policies. We are excited for the opportunity created for students with implementing the reverse credit program. We feel this will positively affect students and be good for our entire state. Lastly, the success and positive results from the implementation of the co-requisite model to replace remedial coursework, is an amazing accomplishment and we applaud your success. We strongly support implementing a co-requisite model within all public institutions in West Virginia

**VI.** Dee Preston made a motion to carry the remaining agenda items (see below) over to the next ACCE meeting and Carrie Watters seconded the motion. No one opposed the motion.

- **§18B-6-5 REVISIONS FOR CONSIDERATION**
- **QUESTIONS FOR SURVEY OF EMPLOYEES**
- **CAMPUS CONCERNS**

**VII. UPCOMING MEETINGS**

**December 13** – WV Council for Community and Technical College Education (CCTCE) Meeting –  
ACCE Presentation, 9:30 a.m., Embassy Suites, Charleston

**January 9, 2019** – Legislative Session Begins

**January 29, 2019** – ACCE Meeting at Marshall University Graduate College (MUGC), Charleston

**VIII. ADJOURN**

Motion to adjourn made by Dee Preston, seconded by Carrie Watters. Voting all in favor.  
Motion carried. Meeting adjourned at 4:35 p.m.

Submitted by,

Anita Davis, ACCE Secretary