

Minutes
June 14, 2012
West Virginia University at Parkersburg
Parkersburg, WV

ATTENDANCE:

Members in attendance:

Amy Pitzer, Concord University
Mary Igo, New River Community and Technical College
Barbara Boyd, WVU Institute of Technology
Ken Harbaugh, Shepherd University
Robert Long, WV Higher Education Policy Commission
Timothy Beardsley, WVU at Parkersburg
Natasha Robinson, Mountwest Community and Technical College
Paul Martinelli, West Virginia University
Beverly Jones, Pierpont Community and Technical College
Mary Alltop, Glenville State College
Verne Britton, WV Network for Educational Telecomputing
Teri Wells, Southern West Virginia Community and Technical College
Fred Hardee, Bluefield State College
Johnna Beane, WVU Health Sciences Center – Charleston Division
Deborah Harvey, West Virginia School of Osteopathic Medicine
Melanie Whittington, Bridgemont Community and Technical College
Mary Ann Edwards, West Liberty University
Dixie Heavener, Potomac State College of WVU
Anne Wilmoth, Blue Ridge Community and Technical College
Melanie Eberhart, West Virginia Northern Community College
Carol Hurula, Marshall University

Excused:

Janene Seacrest, Council for Community and Technical College Education
Lee Ann Porterfield, Kanawha Valley Community and Technical College
William Porterfield, West Virginia State University

CALL TO ORDER

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

APPROVAL OF MINUTES

Bob Long presented May minutes in draft form. Ken Harbaugh made a motion to approve the minutes with changes, Fred Hardee seconded the motion. The motion was unanimously approved.

GUEST – LAURA NAUMAN, HUMAN RESOURCES PROGRAM SPECIALIST

- The on-site interviews with Modern Think will be finished by Wednesday, June 23, 2012 and the documents requested have been submitted to the law firm reviewing the documents for consistency.
- Fox Lawson has re-submitted a bid that is twice the cost of the original bid based on the number of jobs they will need to benchmark. Fortunately, the bid will be acceptable under the original RFP. Fox Lawson will also look at information gathered by Modern Think.
- Ken Harbaugh and Bob Long both brought up a concern that in the past the institutions have submitted inconsistent data. Nauman said she appreciated their concerns and that steps will be taken to validate the data and there will be some oversight.
- Verne asked if the contract with Modern Think would allow the raw data to be released along with their report. Nauman said that there were still some decisions to be made about the reporting.
- Mel Eberhart asked about an employee satisfaction/climate survey. Nauman said that the cost to that portion would have doubled the contract cost. Discussion ensued about how to do such a survey more economically utilizing the two flagship universities in the state. Johnna made the point that there needs to be a survey before and after the implementation of SB330 initiative to measure the impact.

MODERN THINK INTERVIEWS WITH ACCE

ACCE Members gave an overview of the meetings with Modern Think during their on-site visits.

- Paul Martinelli met with them but didn't know at the time that he was the only ACCE rep with WVU affiliation, however, he discussed statewide issues as well.
- Fred Hardee said he talked about issues with the HR department at Bluefield State and pointed out there was some negligence in regard to policies.
- Beverly Jones said she thought the visit to Pierpont was very positive.
- Verne Britton said he did not have a very long conversation with the representative.

- Deborah Harvey said she also felt the interview was positive at WVSOM.
- At West Liberty, Mary Ann Edwards said she discussed the problems with morale and fairness in the way positions are posted and filled. She also stated that they did not use the allotted time frame.
- Natasha Robinson said she had not been given a time limit and she stressed the lack of employee evaluations and problems with favoritism and issues that arrive with hiring grant funded employees at a higher rate of pay than classified staff that are doing the same job.
- Bob Long said he gave Modern Think a lot of information starting with a history lesson and then discussed the good and bad with them for a couple of hours bringing up issues such as job family reviews, classification and compensation, accountability, evaluations and neglect of hiring policies.
- Anne Wilmoth reported that the interview was positive.
- Mel Eberhart reported that she would like to have had the CS Chair in the interview with her as well because they may have added another perspective.
- Carol Hurula and Mike Dunn met with the Modern Think reps when they were at Marshall University. The two hour discussion covered items such as fairness issues with contract employees working beside classified employees and making more money, but overall felt it was a good meeting.
- Ken Harbaugh of Shepherd said he mostly discussed statewide concerns and SB330 initiatives as well as stressing how important accountability is when making a statewide system work.
- At Southern, Teri Wells felt the interview was unorganized. She also reported that she informed the interviewer that there were several positives but unfortunately still many negatives in the classified staff relationship with the human resources department at that institution.
- Tim Beardsley mentioned that he discussed that WVU-P has not had continuity because of turn-over in HR as well as their relationship with HR at WVU. When asked what a magic wand could do to fix any problems, he said if CHROs reported directly to HEPC that would help allow them to do their job without fear of retribution from other campus administrators.

PROJECTED SALARY INCREASES

Members reported the salary out-look for the upcoming fiscal year. Members will also e-mail updates to Amy Pitzer as they become available. (The reported salary increases as well as the e-mailed updates is attached see Attachment A)

GRIEVANCE PROCEDURE CHANGES PROPOSED BY UE LOCAL 170/QUESTIONNAIRE

Mike Dunn forwarded a request from UE Local 170 to Amy Pitzer about support for a questionnaire asking for input about changes recommended to the Grievance Procedure. They were asking for ACCE to complete and then help distribute the questionnaire. Pitzer stated that she wasn't completely sure what the union was proposing, but wanted the groups feedback on what she had received. After reviewing the document, the membership came to the consensus that at this time they could not participate in the distributing the questionnaire as it was written.

Johnna Beane made a motion that WVACCE ask the chair to send a letter to Delegates who wrote the grievance process resolution to offer support for a study and to offer to assist in the study as well as ask that they keep higher education employees in mind as they move forward with any proposed changes to the process. The motion was seconded by Tim Beardsley. Motion unanimously passed.

EMERGENCY RULE

Amy Pitzer suggested that we break into three groups and go through the emergency rule in sections to identify areas that need addressed. Work should be turned into the group leader by close of business on July 2nd. Group chairs include: Johnna Beane – group 1, Bob Long – group 2, and Ken Harbaugh – group 3.

COMMITTEE REPORTS

RETREAT COMMITTEE. Due to a fire at Pipestem State Park, a new venue would have to be chosen for the retreat. Ken Harbaugh was leading the search for a new venue and would e-mail the membership of the new location and information to reserve a room. Teri Wells reminded everyone to bring their institutional gift to the retreat for the ice-breaker.

After Ken Harbaugh confirmed that there was space available at Blackwater Falls State Park, Tim Beardsley made a motion that the retreat location be moved to Blackwater Falls. The motion was seconded by Mel Eberhart. The motion was unanimously passed.

STUDENT RETENTION/EDUCATE WV. Johnna Beane gave an overview of the task force report. Bev made a motion that WVACCE support the report and ask to stay a part of the conversation because they feel strongly about student retention, completion and success. Seconded by Carol Hurula. Motion unanimously passed.

CAMPUS CONCERNS, UPDATES, SUGGESTIONS

Ken Harbaugh made a motion to send a letter to Chancellors Hill and Skidmore requesting the commission and council fill the vacant human resources positions at the HEPC so that forward progress can be made. Also, WVACCE should request representation on the search committee. The letter should be copied to Vice Chancellor Rob Anderson, HEPC Vice Chairman Dr. Bruce Berry, Senator Plymale and Delegate Poling. The motion was seconded by Carol Harula. Motion unanimously passed.

WVACCE would like to thank West Virginia University at Parkersburg for their hospitality in hosting the meeting. There being no further business to come before the council, the meeting was adjourned at 3:36pm.

Respectfully Submitted

Mary M. Igo, Secretary

ATTACHMENT A

| SCHOOL | PROPOSED RAISES FOR FY 2012-2013 | ADDITIONAL NOTES: |
|-------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Bluefield State | No commitment yet from Administration or BOG. | |
| Blue Ridge CTC | \$2000 across-the-board PLUS 3% cost of living for any employee with 2 years or more service. | |
| Bridgemont CTC | Step increases per the 2001 schedule—no additional increases for those employees at Step 15—they are redlined. | |
| Concord University | Step increases only for classified employees. Nothing for Step 15 or above. | Faculty promotions only. No increases for non-classified unless promoted. |
| Fairmont State | Step raises only (July) | |
| Glenville State College | Brought to full funding of the 2001 schedule. | |
| HEPC | No pay raises this year. | |
| Marshall University | Bring to full funding at 2011 rate in June. | Faculty promotions only. |
| Mountwest CTC | No increases. Will revisit in October. | |
| New River CTC | Step increases. Step 15 and above—2% or \$1200 whichever is greater. | |
| Pierpont CTC | Step increases only (July) Then effective December 1, 2012, all eligible classified employees who did not receive a step increase on July 1 will receive a 1% across-the-board. | Faculty promoted in rank received their increases at the beginning of their 2012-2013 academic year. All other eligible faculty will receive the 1% across-the-board on December 1, 2012. |
| Shepherd University | Only faculty promotions and step increases. Nothing for those above 16 years. Shepherd has a “Step 16” and employees can move to that step with proper years of service. | |
| Southern WV CTC | Will bring to 98% of full funding in July with a minimum \$700 increase to classified staff. | 3% increase for faculty and non-classified. |
| WVSOM | 3% in July for all | |

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| | employees. | |
| West Liberty University | On step – Step 15 or above will get 2% in July. | |
| WVU (Tech and Potomac State and RCB-Health Science as well) | 2% pool of funds available for increases in July for all employees (including regional campuses). Staff Council requesting \$1,000 increase. BOG will decide via teleconference soon. | UPDATE: New schedule unveiled at WVU. October 1, increases will be based on a 2% pool of funds for all employee groups. Classified will get the greater of 1) a 2% increase, 2) \$600, or 3) the minimum entry rate on the NEW pay structure for the employee's paygrade. No classified employee will receive less than a 2% increase. Entry rates on the new structure have been increased by 6.5% and the 15 year service cap has been removed. |
| WVNET | Will be reviewing | |
| WV Northern CTC | Step PLUS up to \$500 but not to exceed next step. Up to 3% for Step 15 or above. | Non-classified –up to 3% and Faculty --\$1000 toward salary scale + step move |
| WVU-Parkersburg | Only step increases for classified staff. Equity increases only for faculty and do not know yet about non-classified increases. | |
| West Virginia State University | Moved classified employees one-third of the way to full funding with one-third to follow in 2013 and the last one-third in 2014 to achieve full funding. | |
| Kanawha Valley CTC | Step increases only. | |