

Minutes
January 9, 2013
Kanawha Valley Community and Technical College
South Charleston, 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
Verne Britton, WV Network for Educational Telecomputing
Dixie Heavener, Potomac State College of WVU
Carol Hurula, Marshall University
Johnna Beane, WVU Health Sciences Center – Charleston Division
Natasha Robinson, 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
Lee Ann Porterfield, Kanawha Valley Community and Technical College
Paul Martinelli, West Virginia University
Lacey Koontz, Eastern West Virginia Community and Technical College

Excused:

Anne Wilmoth, Blue Ridge Community and Technical College
Melanie Eberhart, West Virginia Northern Community College
Mary Alltop, Glenville State College
Fred Hardee, Bluefield State College
Timothy Beardsley, WVU at Parkersburg
Melanie Whittington, Bridgemont Community and Technical College
Sherry Mitchell, Fairmont State University
Mary Ann Edwards, West Liberty University
Beverly Jones, Pierpont Community and Technical College
Janene Seacrist, Council for Community and Technical College Education

Guest:

Mark Toor, Vice Chancellor for Human Resources

CALL TO ORDER

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

APPROVAL OF MINUTES

The November minutes were distributed for review. Ms. Carol Hurula motioned to accept the minutes; Mr. Paul Martinelli seconded. The motion carried unanimously.

Ms. Teri Wells, ACCE secretary, had questions in regards to the December minutes. Those minutes will be reviewed during the February meeting.

LIAISON REPORT

ACCE welcomed Mr. Mark Toor, newly hired Vice Chancellor for Human Resources. Mr. Toor provided a brief description of his background and experience. He explained to ACCE that he knew what to expect from the position when he took the job. He asked that we continue to be patient while he becomes acclimated to our system.

Mr. Toor stated that he will be planning a meeting with Fox Lawson, the CHROs, and ACCE. He will be in touch with us as those plans become final.

Ms. Johnna Beane asked Mr. Toor if he had thought about reestablishing the Joint Advisory Group (JAG). He stated that a small working group with all parties represented, such as JAG, would be beneficial. Furthermore, this type of working group was recommended by Modern Think.

Mr. Toor told ACCE he would be available as the liaison. Mr. Ken Harbaugh provided an open invitation to him and made mention that attending the ACCE meetings is also a good opportunity to visit the campuses.

SB 330 – ACCE PROPOSAL FOR PROGRESS

ACCE discussed the need to progress quickly on SB 330 in order to provide better updates to classified staff. While discussing the proposal for progress, ACCE created a list of “low hanging fruit”:

- 1) Hire the two positions required by SB 330 as soon as possible.
- 2) Agreement between CHROs, ACCE, and boards to update definition of Emergency Rule to be more detailed
- 3) Establish a committee to work on the remaining studies that have not been completed as prescribed in SB 603, SB 480, and SB 330

- 4) Chancellors to release the names of the representatives and goals of the two committees, Job Classification Committee and Compensation Planning and Review. The membership of the committees should be considered fair and balanced.
- 5) A full review of the employee return rights with regards to the impact on the non-class formula. There is a need to track board reports for data points which may help determine how those employees with return rights will be counted in the ratio concerning relative market equity.
- 6) The Modern Think report card should be presented as a full report.
- 7) Use established committees to assist with the review of studies, and allow those committees to make recommendations.
- 8) Assist the Commission and employees in becoming acquainted with 18B-9A-8, Implementation of classification and compensation system, and continue to improve communication with leadership.

COMMITTEE REPORTS

During the December 2012 meeting, Ms. Pitzer requested that, by the January meeting, the ACCE committees elect a permanent chair and note-taker, and establish goals and meeting times.

- **Benefits Committee:** Mr. William Porterfield will chair the committee; Ms. Carol Hurula will serve as note-taker. The established goals of the committee are to examine employee benefits provided by the State of West Virginia, regarding current employees and retirees. To provide feedback regarding proposed changes and policy review, and to provide clear and concise updates regarding response statements from the ACCE when appropriate.
- **Legislative Committee:** Mr. Robert Long will chair the committee. The committee had not elected a note-taker at the time, and will continue to work on establishing the goal of the Legislative Committee.
- **Communication/Presentation Committee:** Mr. Verne Britton and Ms. Melanie Whittington will co-chair the committee; Ms. Deborah Harvey will serve as note-taker. The established goal of the committee is that members will write, edit, and develop the content of the website, as well as the annual presentations, with input from all ACCE reps.
- **Student and Employee Enrichment Committee:** Ms. Johnna Beane and Mr. Tim Beardsley will co-chair the committee; Ms. Barbara Boyd will serve as note-taker. The established goal of the committee is to review and monitor student and employee enrichment.
- **Special Events Committee:** Ms. Teri Wells will chair the committee; Ms. Beverly Jones will serve as note-taker. The established goal of the committee is to plan, prepare, execute events related to ACCE.

SERIES 53 COMMENTS FOR FINAL RULE

The remaining time of the ACCE meeting was dedicated to finalizing the comments for the Emergency Rule. Although the comments made will not affect the Emergency Rule, the comments will impact the Final Rule.

UPCOMING MEETINGS

- January 31 – CCTCE in Charleston
- February 1 – HEPC in Charleston
- February 13 – ACCE at WVSOM
- March 20 – ACCE at MUGC
- March 21 – Higher Education Day at the Legislature
- April 12 – ACCE at the Capitol

ADJOURNMENT

ACCE would like to thank Ms. Lee Ann Porterfield and Kanawha Valley Community and Technical College for their hospitality in hosting the meeting. There being no further business to come before the Council, the meeting adjourned at 5:00PM. The February 13th ACCE meeting will be held at West Virginia School of Osteopathic Medicine.

Respectfully Submitted:

Teri Wells, ACCE Secretary