

Advisory Council of Classified Employees 2013-2014

Minutes of ACCE Meeting
April 24, 2014
Fairmont State
Fairmont, West Virginia

ATTENDANCE

Members in Attendance:

Amy Pitzer, Concord University
Anne Wilmoth, Blue Ridge Community and Technical College
Fred Hardee, Bluefield State College
Melanie Whittington, Bridgemont Community and Technical College
Lacey Koontz, Eastern West Virginia Community and Technical College
Sherry Mitchell, Fairmont State University
Mary Alltop, Glenville State College
Carol Hurula, Marshall University
Beverly Jones, Pierpont Community and Technical College
Kenneth Harbaugh, Shepherd University
Jill Nixon, West Liberty University
Terri Wells, Southern West Virginia Community and Technical College
Verne Britton, West Virginia Network for Educational Telecomputing (WVNET)
Jenna Derrico, West Virginia Northern Community College
Debbie Harvey, West Virginia School of Osteopathic Medicine
Paul Martinelli, West Virginia University
Timothy Beardsley, West Virginia University at Parkersburg
Barbara Boyd, West Virginia University Institute of Technology
Johnna Beane, West Virginia University Robert C. Byrd Health Sciences Center Charleston

Excused:

Lee Ann Porterfield, Kanawha Valley Community and Technical College
Chris Stevens, Mountwest Community and Technical College
Mary M. Igo, New River Community and Technical College
VACANT, Potomac State College of West Virginia University
Carrie Watters, West Virginia Higher Education Policy Commission
William H. Porterfield, West Virginia State University

Unexcused:

Janene Seacrist, Council for Community and Technical College

Guests:

Delegate Tim Manchin – Marion County, WV House of Delegates
Dr. Maria Rose – President, Fairmont State
James Griffin – Former BOG Member and Chair, Fairmont State
Dr. Steve Leach – Vice President, Organization and Development, Fairmont State
Mark Toor – Vice Chancellor Human Resources
Robert E Long – Retired Classified Staff
Alicia Nieman – Fairmont State University
Chris Daniels – Fairmont State University
Mary Jo Rutherford – Pierpont CTC
Laura Williams – Pierpont CTC
Anita Davis – Pierpont CTC
Megan Echols – Pierpont CTC

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

CALL TO ORDER:

Chairperson, Ms. Amy Pitzer from Concord University convened the meeting at 9:00 a.m.

President Rose

Welcome to ACCE members. Provided opening remarks on Fairmont State University and discussed current economic issues facing the State. Loss of coal and lottery revenues, budget cuts and the impact on higher education. Partially funded mandates. WVOASIS. Enrollment challenges. Outcomes based funding and SB330.

Comment Ken Harbaugh – All institutions except MU and WVU pooled resources and hired a lobbyist during the spring interims. ACCE's position and voice at the Capital was and is no more cuts to higher education, implement SB330 items that are now law and should be in effect and not ignore, complete the compensation study and RME. Inefficiency will come from personnel type items when the workforce is to do more with less. ACCE asks that you support the fair market study.

Comment Bev Jones – Budget cuts to higher education and increasing tuition. At what point is it too much for the students to afford.

President Rose – Declining enrollment in the state and budget cuts of 3% in last three years and you can't control tuition but you have to work to keep it less as you can.

Jim Griffin

Discussed the challenges facing higher education with smaller budgets. How the CTCs can be the economic engine in WV.

VP Steve Leach

Update on higher education. How Fairmont is trying to maintain staff and faculty with decreased funding and always trying to find a way to fund the salary schedule with what they can in the budget.

Introductions of ACCE members to guests**Minutes:**

Carol Hurula distributed March minutes in draft form. Ken Harbaugh made motion to accept March minutes; Fred Hardee seconded motion, motion carried.

Delegate Manchin

- Discussion of SB330. Provided handouts to ACCE members on Myths/Facts. Discussion ensued with and including Mark Toor providing informational items. Current Request for Proposals (RFP) that was awarded to Fox Lawson. Classified, Non-Classified and Faculty salary study for all twenty institutions. The many errors and ultimate failure of the RFP was discussed in length.
- Discussed the state's economy, tax structure, where the poverty line is and how it includes those employed in higher education.
- Cost of attending college and how to balance tuition increases / lower budget appropriations without eliminating college as an option.
- Size of administration in higher education and public education.
- Number of institutions in the state.

UPDATE FROM VICE CHANCELLOR FOR HUMAN RESOURCES – Mark Toor:

- Trish has spoken with Karen Hutcheson at Mercer on how to adjust the definition of RME so that it captures the correct information. Gave an example of why current RME definition as listed in state code won't work.
- Asked and Mercer agreed to produce outline on fixing RME roadmap that should inform Mark, Trish and Common Grounds committee.
- Currently no timeline on the RME information. With the low cost of the contract Mark prefers not to push this item. Since legislative session is over he told Mercer there was no hurry.
- After consulting with Karen at Mercer, he recommends a Request for Information (RFI). Vendors would submit proposals on what items they feel would meet the mandates in SB330. The RFI would have no costs associated. From the RFI the HEPC could then put out a Request for Proposal (RFP) bid for the salary survey.
- Discussed timeliness in getting RFI. Possible revisions to legislature and urgency of timelines as they relate.
- RFP may cost somewhere between one and two million.

Comment Amy Pitzer – interim session begins in May and the timeliness needed for the RME definition changes.

Comment Amy Pitzer – Discussed what will be needed in the off years when HEPC is responsible for updating and maintaining the compensation structure. Analyzing and using going forward. Software purchase to maintain the classification and compensation system so that it doesn't become outdated as it currently is. For the RFI if we should provide them with enough information up front on our current system. Could there also be a Q & A session?

VCHR Toor – Inviting Amy and a couple ACCE members to participate.

- Upcoming classification training at Fairmont State on Tuesday 4/29/14. Trish will have a refresher course for job evaluation of the classification system PIQ. There will be 6-8 HR representatives, and he invites no more than ten ACCE members due to limited space.
- HR ratio by headcount instead of ratio. HEPC working on report that will show data.
- Question on cost of WVOASIS.
- Discussion of vacancies at HEPC.
- Has been reviewing institutional web-sites on policies and if revisions are needed to comply with updated laws.

Comment Johnna Beane – Discussion if reviews are made relating to new job postings and whether they meet the non-classified definition in code.

VCHR Toor excused himself from the remaining meeting after update in order to prepare for the HEPC meeting at Fairmont the following day.

Discussion of Series 57 Reductions in Force policy (RIF)

- ACCE has voiced concern about rule not applying to non-classified and faculty, previously to VCHR Toor at Common Grounds meeting.
- Discussed section 7.2 comment on how long most senior.
- Discussed section 7.3 concern on senior employee in vacant position in lower pay grade not allowed to bump in same pay grade when there's a vacant position.
- Concern on vacant positions being frozen and not allowed to accept during RIF.
- Recommend code change regarding Furlough/RIF. These two types are not the same and should not be treated as loss of job with bumping when furlough.

Discussion of Internal Hiring Preference Study by HEPC

- History date error. Not 1989 should be 1998.
- Minimum qualifications and person being qualified.

- How can you build career ladders without internal preference?

Reminder to review all documents and prepare comments relating to RIF, RFP, Series 55, Series 53, Grant Funded Employee Study and HEPC Study of Internal Hiring Preference.

Discussed possible topics/talking points for HEPC meeting on Friday, April 25th at Fairmont.

Campus Concerns

- Salary increase of \$504 and how it's being applied differently at institutions.

Upcoming Meetings

- May 20th – Potomac State College
- June 17th – ACCE at West Liberty
- July 14th – 16th – ACCE Retreat at Chief Logan

Thanks to Beverly Jones, Pierpont Community and Technical College for the wonderful hospitality.

There being no further business to come before the council, Ken Harbaugh made a motion to adjourn at 3:50 p.m. The motion was seconded by Terri Wells.

RESPECTFULLY SUBMITTED,
Carol Hurula, Secretary