

Advisory Council of Classified Employees 2014-2015

Minutes of ACCE Meeting
February 18, 2015
Marshall University Graduate College – Charleston, WV

ATTENDANCE

Members in Attendance:

Louis Belt, Bluefield State College
Sherry Mitchell, Fairmont State University
Kenneth Harbaugh, Shepherd University
Carol Hurula, Marshall University
Teri Wells, Southern West Virginia Community and Technical College
Carrie Watters, West Virginia Higher Education Policy Commission
Verne Britton, West Virginia Network for Educational Telecomputing (WVNET)
Jenna Derrico, West Virginia Northern Community College

Excused:

VACANT, Blue Ridge Community and Technical College
Lee Ann Porterfield, BridgeValley Community and Technical College
Amy Pitzer, Concord University
VACANT, Eastern West Virginia Community and Technical College
Mary Alltop, Glenville State College
Chris Stevens, Mountwest Community and Technical College
Lori Midkiff, New River Community and Technical College
Beverly Jones, Pierpont Community and Technical College
Jeremy Kaler, Potomac State College of West Virginia University
Bob Wise, West Liberty University
Debbie Harvey, West Virginia School of Osteopathic Medicine
Bill Porterfield, West Virginia State University
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

Unexcused:

Janene Seacrist, Council for Community and Technical College

Guests:

Patricia Clay, Vice Chancellor of Human Resources, Higher Education Policy Commission
April Johnson, Blue Ridge Community and Technical College
Robert E. Long, Retired Classified Staff

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

CALL TO ORDER

Chairperson Teri Wells from Southern WV Community and Technical College convened the meeting at 9:30 am. Those in attendance did not constitute a quorum.

LIASION REPORT – PATRICIA CLAY, VICE CHANCELLOR OF HUMAN RESOURCES, HIGHER EDUCATION POLICY COMMISSION

Ms. Clay submitted a request to advertise for the position of Director of Classification and Compensation – request has not yet been approved, likely due to uncertainty over the outcomes of the current legislative session. ACCE expressed that the position would need to be filled regardless of any bills passed because the classification system needs to be constantly monitored and maintained. Ms. Clay said of the position that if a chosen hire were not already a Certified Compensation Professional, he or she would have a requirement to become so within 2 years.

Ms. Clay and the CHROs are working on the metrics report card and the Annual Salary Report would be available shortly (including in Excel spreadsheet format).

DISCUSSION OF SENATE BILL 439

Ms. Clay discussed with ACCE the proposed Senate Bill 439 and clarified that the Commission and Council were not involved with writing the bill. Prior to the release of SB 439, Ms. Clay met with Senator Sypolt's counsel and the Chancellors to give a brief history of SB 330 and present a new timeline for implementation. Ms. Clay shared that legislators asked the Chancellors to hold off on releasing a draft of the RFP for the salary market studies, but she did not identify who at the legislature made that request.

Ms. Clay said the Commission and Council are not in support of the proposed bill and that there are many areas of concern. The group discussed some of the more serious concerns, including:

- Institutions that create their own personnel policies would no longer be held to Commission/Council rules and would no longer be subject to any HR reviews.
- Workforce data is insufficient and inadequate to measure and compare employee salaries, and allowing schools to choose their own markets will lead to skewed results which cannot be compared to other schools' results.
- The change in the definition of classified employee may affect the ability of part-time employees to receive an annual increment.
- The bill removes the possibility of a uniform system of personnel as well as all accountability and oversight.
- Local JECs and CPRCs could not function as intended; impossible to maintain consistently trained, focused, and fair membership.
- Relative Market Equity has been removed.
- The bill expands the definition of non-classified employee to include critical retention, but there is already a designation within the classification system to address this (hot jobs). The bill also increases the allowable ratio of nonclassified to 25%.

Ms. Clay expressed there were ideas in the bill that the Commission and Council could support, such as:

- Allowing schools to do performance reviews of their own HR staff and report results to VC of HR. The overall review of a school's HR functioning should be done externally like outside audits or program reviews of academics.
- Possible revision of the reporting requirements

ACCE requested that the Commission and Council take a more proactive approach to opposing the bill.

The group further discussed the RFP and concluded that only after it is released will the Commission and Council know how much the market studies will cost. Only then can the Chancellors move forward with requesting the needed funds from the legislature or assessing any remaining cost to the individual

institutions. The RFP process should also identify the best way to move forward with the salary studies (whether they should be conducted at the same time or if the Classified Staff piece should go first so that a new salary schedule can be implemented as the faculty and nonclassified studies are being conducted). The market studies would also let us know if our ongoing job family reviews are on track – only 5 of the 26-30 job families have been reviewed since 2009 (approximately).

Lori Midkiff and Lacey Koontz are the new classified staff members of the Job Evaluation Committee. They join current member Sherry Mitchell.

There being no further business before the Council, Jenna Derrico made a motion to adjourn at 12:53 pm. Sherry Mitchell seconded. Motion carried.

Respectfully Submitted
Jenna Derrico, Secretary