



Meeting Summary
February 12, 2019
West Virginia State University
Institute, WV
Judge Damon Keith Scholar's Hall
1:00 p.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
Sheri Goff	Glenville State College
David Hays	West Virginia State University
Amy Pitzer	Concord University
Shirley Robinson	West Virginia University
Scottie Samples	WVU – Potomac State College
Barbara Sanders	West Virginia School of Osteopathic Medicine
Kelly Taber	New River Community and Technical College
Carrie Watters	West Virginia Higher Education Policy Commission

MEMBERS ABSENT

(EXCUSED)	Darryl Clausell	West Virginia Northern Community College
	Chris Gray	Southern WV Community and Technical College
	Jane Fouty (Proxy)	BridgeValley Community and Technical College
	Carol Hurula (Proxy)	Marshall University
	Lisa Neel	Bluefield State College
	Dee Preston	Mountwest 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
(VACANT)	WVU – Institute of Technology	
	Fairmont State University	

GUESTS

Justin Cherry	West Virginia State University
Robert Long	Emeritus

The following ACCE members arrived at the State Capitol at 8:30a to meet with state legislators and discuss the concerns of higher education employees: Amy Pitzer, Carrie Watters, Sheri Goff, Barbara Sanders, Shirley Robinson, David Hays, Verne Britton, and Anita Davis.

Overall, ACCE representatives met with legislative representatives (see below) concerning Campus Carry, SB 451, House Bill (HB) 3096, Blue Ribbon Commission, the future of education in WV, and the impact on higher education employees.

House of Delegates

Delegate Cindy Lavender-Bowe (D – Greenbrier), Minority Chair, House Education Reform “C” Select Committee

Delegate Jeff Campbell (I – Greenbrier)

Delegate Chad Lovejoy (D – Cabell)

Delegate Isaac Sponaugle (D – Pendleton), Assistant Minority Whip

Senate

Senator Stephen Baldwin (D – Greenbrier)

Senator Donna J. Boley (R – Pleasants), President Pro Tempore

Senator Glenn D. Jeffries (D – Putnam)

Senator Kenny Mann (R – Monroe)

Senator Corey Palumbo (D – Kanawha), Minority Whip

Senator Robert H. Plymale (D – Wayne)

Senator Tom Takubo (R – Kanawha), Majority Leader

*Special Note: Barbara Sanders – introduced on the House of Delegates floor by Delegate Lavender-Bowe.

I. CALL TO ORDER & ESTABLISH QUORUM

Amy Pitzer, Chair, called the meeting to order at 1:00 pm, welcomed guests, and expressed appreciation for the wonderful hospitality by West Virginia State University. Quorum was not established. ACCE members agreed to continue meeting because there were no action items to be acted upon.

II. APPROVAL OF MINUTES

Since there was no quorum, the members agreed to table approval of the minutes till the next meeting.

III. GREETINGS FROM WEST VIRGINIA STATE UNIVERSITY PRESIDENT ANTHONY JENKINS

Welcome to West Virginia State University by David Hays and introduction of Justin Cherry, Chief Human Resources Officer. President Anthony Jenkins unable to attend the ACCE meeting.

- A.** Discussion of WVSU transition of classified employees to non-classified staff beginning January 2019. President Jenkins decided that all employees are critical, and by

- eliminating classified and non-classified delineation, that more people would be included in one group, so the college would become better as a whole. Annual leave accrual rate for everyone is at least 2 days per month. Notification all employees are “at will” employment. However, current state code does not grant higher education institutions the permission to make every employee non-classified staff.
- B. Discussion of “at will” employees and Reduction in Force (RIF) policy conflict; possible legal ramifications. The “all employees are critical” argument should be clarified before layoffs happen in order to avoid hardship for both the employee and the institution.
 - C. WVSU is currently working on a performance-based merit system, revising performance evaluations to reflect changes of all non-classified staff. WVSU adopted compensation and salary guidelines from the WV Higher Education Policy Commission. Progressive discipline kept for non-classified employees.
 - D. Discussion of WVSU review of PIQs and the college has developed its own job description form. Supervisors should have annual training on PIQ reviews. Employee now has 2-3 different job positions with duties and responsibilities passed down from vacant or unfilled positions. Technology has change many of the things employees do. Many hear from employees that they are not being compensated for current job duties and responsibilities

IV. COMMITTEE REPORTS/DISCUSSION


- A. **BENEFITS** – No updates at this time.
- B. **LEGISLATIVE** – Legislators said that nothing was going to originate from Senate side on education. Some legislators had not read Campus Carry, although they can see both arguments. Talked about ACCE Tips for productive meeting with your Senator or Representative: 1) better to wait in hallway/doorway more productive, rather than in room; 2) try to memorize faces; 3) use personal connections to make legislators remember you.
- C. **WEB/COMMUNICATIONS** – WordPress update of www.wvacce.org along with other software updates.
- D. **STUDENT ADVOCACY** – Five bills out affecting PROMISE scholarships. PROMISE funds to Homeschool under the radar. Watch SB 451.
- E. **RETREAT** – Shirley. Need to narrow down retreat location. Possibly by March meeting. Canaan Valley available, July 22-23, will send rate proposal. Blackwater Falls, Lakeview Resort, North Bend, Marriott Morgantown, Tygart Valley.
- F. **AD-HOC BYLAWS COMMITTEE** – Review quorum procedures.

V. §18B-6-5 AND §18B-6-6 -- REVISIONS FOR CONSIDERATION

Review and send suggestions for changes via the ACCE listserv email. Must remain diligent on watching senate and house bills that will affect higher education employees.

VI. ACCE BROCHURE FOR LEGISLATURE



ACCE brochure distributed to 2019 Legislature representatives pictured below:



The West Virginia Advisory Council of Classified Employees (ACCE) serves as a representative body for all higher education employees.

ACCE participates in policy matters of the Commission, Council, and legislative and executive branches of State government that affect all higher education employees.

We also act in an advisory capacity to the Commission, Council, and legislative and executive branches of State government.

WV LEGISLATIVE ACTS THAT AFFECT HIGHER EDUCATION

2017 - HB 2542: Eliminated seniority with RIF/layoff; eliminated recall rights; redefined non-classified employees, allowing institutions to designate all non-classified employees as "will and pleasure"; requires full funding of minimum salary schedule; exempts West Virginia University, Marshall University, and the West Virginia School of Osteopathic Medicine from personnel provisions and offers other institutions the choice to opt out by notifying HEPC; allows for unfair compensation practices; and reduced the reporting requirements and authority of HEPC/CCTCE to enforce personnel mandates.

2016 - SB 369: A regulatory reform act that allows the BOG to promulgate rules and newly adopted HEPC/CCTCE rules to have a five-year sunset provision.

2015 - SB 439: Amended SB 330 (2011). Removed relative market equity, increased non-classified limit to 25%, and limited the classification system.

2014 - HB 4283: Raised the minimum wage from \$8.00 per hour to \$8.75 per hour.

2014 - SB 322: Provides that State employees to be paid at least twice per month.

2013 - SB 444: Removed the cap on the number of non-classified positions at HEPC, includes non-classified in formula for return rights to faculty or classified staff.

2012 - HB 4126: Authorizes HEPC and CCTCE to promulgate a tuition and fee rule.

2012 - SB 436: Authorizes the State Board to provide a program of adult basic education at each community and technical college, in consultation with the Council.

2011 - SB 330: Changed personnel regulations for higher education.

2010 - SB 611: Revised the requirement for HEPC to be "in Charleston" to "in Kanawha County."

2010 - HB 4026: Required HEPC and CCTCE to develop a system-wide capital development plan.

2009 - HB 3340: Established a data sharing compact between the State Board, HEPC, and CCTCE.

2009 - SB 373: Requires six hours of training for all BOG, HEPC, and CCTCE members.

2008 - HB 3215: Created a statewide network of community and technical colleges, and established a Board of Governors for these institutions.

2007 - SB 442: Established a new grievance process to include higher education.

2006 - HB 4049: Dealt with financial aid and tuition caps.

2006 - HB 4603: Dealt with HEPC and CCTCE rules.

2006 - SB 487: Dealt with faculty increments.

2005 - SB 603: Granted flexibility to Marshall University and West Virginia University and required a personnel study.


2004 - SB 448: Granted the CCTCE authority over community college education; established representatives for administratively linked CTCs; and gave classified employees representation on governing boards.

2003 - HB 2224: Set thresholds for annual tuition and fee increases, removed the annual increment cap, and placed staff councils in the WV Code.

2001 - SB 703: Transferred authority to HEPC, established the CTCE, required a uniform personnel classification system and new salary schedule, and increased the increment pay rate.

2000 - SB 653: Established the HEPC, established the conditions CTCs must meet to become independent, and separated policy-making from institutional governance.

BOG - Board of Governors
 CCTCE - Council for Community and Technical Education
 CTCs - Community and Technical Colleges
 HEPC - Higher Education Policy Commission



MEMBERSHIP

Blue Ridge Community and Technical College	Diana Blady
Bluefield State College	Lisa Neel
BridgeValley Community and Technical College	Thom Conner
Concord University	Amy Pitzer
Community and Technical College Systems of West Virginia	Angie Kerns
Eastern West Virginia Community and Technical College	Tammy Ours
Fairmont State University	Vacant
Glenville State College	Sheri Goff
Marshall University	Timothy Melvin
Mountwest Community and Technical College	Dee Preston
New River Community and Technical College	Kelly Taber
Pierpont Community and Technical College	Anita Davis
Potomac State College of West Virginia University	Scottie Samples
Shepherd University	Jayne Angle
Southern West Virginia Community and Technical College	J. Christopher Gray
West Liberty University	Bob Wise
West Virginia Higher Education Policy Commission	Carrie Waters
WVNET	Verne Britton
West Virginia Northern Community College	Darryl Clausell
West Virginia School of Osteopathic Medicine	Barb Sanders
West Virginia State University	David Hays
West Virginia University	Shirley Robinson
West Virginia University Institute of Technology	Vacant
West Virginia University - Parkersburg	Michael Caplinger

<http://wvace.org>

VII. WV HIGHER EDUCATION HUMAN RESOURCES INFORMATION

Patricia Humphries, has released HR Annual Report Card and is available via WVHEPC website, click on "Data and Publication Center" <http://www.wvhepc.edu/resources/data-and-publication-center/>. Scroll down page to Featured Reports and click on WV Higher Education Report Card.

VIII. CAMPUS CONCERNS

- A.** Merit-based pay system implementation rushed without an objective review of pay equity and job classification and compensation.
- B.** Senior-level Employees continue to receive raises, while other employees are not at minimum salary levels.

- C. Discussion of 5% median pay raise for government employees. WVU says pay increases will occur in January 2020.
- D. How to handle some of the vacancies of institutional representatives for ACCE, or, those who are unexcused absences. Institutions restricting ACCE representatives: Blue Ridge, West Liberty, etc.
- Recommendation of sending a formal letter, emphasizing the importance and benefits of employees involved with ACCE.
 - ACCE is written into WV state code requiring institutions to have an ACCE representatives participate in meetings.
 - Matt Turner, WV HEPC Executive Vice Chancellor for Administration, allowing institutions to use financial reasons of not sending representatives and meet via teleconference instead. However, faculty representatives are not restricted from meeting in person. Same argument here again.
 - David – ACCE is a line of communication with WVSU to President Jenkins/CHRO. It is never wrong to have more information, open lines of communication. Non-confrontational letter. Protects your ability to participate in these meetings.
 - Scottie – Wait until after close of Legislative session to send letters regarding ACCE. April is new elections for classified council positions.
 - Carrie – younger employees in classified councils, possibly due to not being as invested, not many years invested in current job and/or institution.

E. UPCOMING MEETINGS

April 19, 2019	WV Community and Technical College System Meeting, Regional Technology Park, South Charleston
April 26, 2019	WV Higher Education Policy Commission (HEPC), Regional Technology Park, South Charleston
March 8, 2019	ACCE Meeting, Marshall University Graduate College (MUGC), South Charleston

F. ADJOURN

Members agreed to end meeting. Meeting ended at 2:30 pm.

Submitted by,
Anita Davis, ACCE Secretary