



**Minutes**  
**March 8, 2024**  
**Marshall University South Charleston Campus (and Zoom)**

**MEMBERS PRESENT**

Rebekah Hatch	Bluefield State University
Jane Fouty	BridgeValley Community and Technical College
Amy Pitzer	Concord University
Justine Bohon	Fairmont State University
Jenny Boggs	Glennville State University
Justin Tyler	Marshall University
Dee Preston	Mountwest Community and Technical College
Chip Hawkins	Pierpont Community and Technical College
Yulia Friman	Shepherd University
Shelly Stewart	Southern WV Community and Technical College
Lou Karas (proxy)	West Liberty University for Marcella Snyder
Verne Britton	WVNET
Jenna Derrico	West Virginia Northern Community College
Shelden Mullens	West Virginia School of Osteopathic Medicine
Michael Casey	West Virginia State University
Jodi Vincent	West Virginia University
Dara Massey	West Virginia University Institute of Technology
Melissa Graham	West Virginia University Parkersburg
Sarah Cross	West Virginia University Potomac State College

**MEMBERS ABSENT (Excused)**

Erin Trump	New River Community and Technical College
Vacant	Community and Technical College System of WV
Vacant	Eastern WV Community and Technical College
Vacant	West Virginia Higher Education Policy Commission

**MEMBERS ABSENT (Unexcused)**

Eric Unger	Blue Ridge Community and Technical College
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**GUESTS**

Bob Long	ACCE Emeritus
Taran Wolford	HEPC
Patricia Humphries	HEPC
Katie Counts	Administrative Assistant, Marshall University



1) The Chair will determine that a quorum is present.

At 9:05 a.m. meeting called to order and quorum determined present. We went around the room to introduce ourselves to the new people and then via Zoom. New member Justin Tyler, Marshall University, Lou Karas of West Liberty (proxy) for Marcella Snyder, and guest Katie Counts, Marshall University staff council.

2) Review of Minutes

Motion to approve minutes as amended by Amy Pitzer. Seconded by Jenny Boggs. Minutes approved as amended.

3) Vote on Bylaw Changes

Call for a vote which will end March 8, 2024. Verne Britton motioned to approve by-law changes. Jane Fouty seconded. No voice Nay's. No abstentions. Members not present were given the opportunity to vote by email until March 11 at 5pm..

4) Updates from the Commission and Council

Taran Wolford and Patricia Humphries from HEPC joined us via Zoom. PEIA will have a premium increase. Been having bi-weekly meetings with PayScale. HEPC requesting all job descriptions to be uploaded (non-faculty, deans) via OneDrive. Matching jobs and building new salary schedules from all over the state. Building based on wage inflation. Encourages ACCE to send a positive take on why we feel each institution should participate. Known request is coming since December 2023. We want non-faculty full time regular job descriptions whether classified and non-classified. HEPC would not provide timeline on when market study would be completed. The goal is to keep the information rolling annually and having budget to buy the market data. ACCE stressed the importance of Relative Market Equity.

5) Committee Updates

Benefits – PEIA is going up 10.5% in aggregate. No benefit changes have been announced.

Communications – Committee did not meet because awaiting executive committee to meet with chancellor.

Legislative – Committee Chair Amy Pitzer spoke on putting together a brochure. February 27 was Concord Day at the Legislature, and she was able to speak with many key people. Making these connections was important and speaking with them about meeting with LOCEA. We, ACCE, put fairness and disparity issues first where others do not. Jeff Campbell, from Lewisburg, stated he is running for Senate, and he would have an open door for ACCE. Consistent message across Legislature for this session, limited attention would be given to higher education issues. Suggested to put together brochure and start talking to them in September. In October, set meetings; November provides another copy and make appointments. We have to be able to do trainings with our local representatives. If instead of a standard ACCE meeting, we would hold rest of meeting at the Capitol. Possible training on "How to make Elevator Pitch to your Legislators."

By-Laws – Will extend the online vote through Monday from the vote today. Not expecting anything further unless something else comes up.



Retreat – July is the two-day event. Everyone comes to April meeting with ideas. Place final selection retreat location on April agenda. We are going to spend time making action plans.

Student Advocacy – Chair asking whether this committee would like to take on the Mental Health Training.

6) Old Business

No old business

7) New Business

Amy Pitzer asked everyone to share their school's proposed policy on the upcoming Campus Self Defense Act. Northern Community College provided what that they have proposed.

ACCE wants to confirm that an election took place for the ACCE rep at Potomac State. We must confirm that an election in compliance with the state law has been taken place. Chair Derrico will reach out to Potomac State.

The Department of Labor proposed for the rule changes to the Fair Labor Standards Act of the overtime salary threshold from roughly \$35,000 to \$60,000 but still requires approval from Congress.

HEPC – No further updates been provided. Chair Derrico asked for someone from Financial Aid to join ACCE next month. Possible updates from General Counsel Kristin Boggs.

Things to help make our ACCE meetings better: Mental Health First Aid Training. Talk about how we can improve our Staff Council Chair; Progress from Market Study; HR or HEPC Sponsored Trainings or HGB Trainings; Training on 18B. Chair Derrico is going to reinstate the Staff Council Chair meetings.

8) Adjourn

We thank Marshall for hosting us again. Call for motion to adjourn. Amy Pitzer motioned to adjourn. Seconded by Justin Tyler. The group agreed unanimously. Chair Derrico called meeting to a close.

Minutes submitted by:

Jodi Vincent  
ACCE Secretary