



Minutes
October 21, 2024
Fairmont State University (and Zoom)

MEMBERS Present

Jane Fouty	BridgeValley Community and Technical College
Amy Pitzer	Concord University
Justine Bohon	Fairmont State University
Jenny Boggs	Glenville State University
Justin Tyler	Marshall University
Verne Britton	WVNET
Jenna Derrico	West Virginia Northern Community College
Jodi Vincent	West Virginia University
Michael Casey	West Virginia State University
Yulia Friman	Shepherd University
Marcella Snyder	West Liberty University
Melissa Graham	West Virginia University Parkersburg
Julie Cepec	West Virginia School of Osteopathic Medicine
Rebekah Hatch	Bluefield State University
Shelly Stewart	Southern WV Community and Technical College
Dee Preston	Mountwest Community and Technical College
Chip Hawkins	Pierpont Community and Technical College

MEMBERS ABSENT (Excused)

Vacant	West Virginia University Potomac State College
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
Vacant	West Virginia University Institute of Technology
Vacant	Blue Ridge Community and Technical College

MEMBERS ABSENT (Unexcused)

GUESTS

Jon Dodds	Fairmont State Staff BOG Representative
Bob Long	ACCE Emeritus
Dr. Mike Davis	President, Fairmont State University
Spencer Flanagan	Fairmont State Staff Council Chair



The Chair called meeting to order and found quorum established.

1) Guests

Jon Dodds, FSU Staff BOG Representative

Spencer Flanagan, FSU Staff Council Chair

These two guests discussed Class & Compensation, and Remote and/or Hybrid work policies.

Dr. Mike Davis, FSU President

Thank you for being here. Every decision-making meeting is attended by Faculty and Staff members. Getting more people involved. We need to be involved not just the president. Trying to open lines of communication to help with knowing what questions to ask. You are not going to get everything you want but you should always feel you have been heard.

Enrollment is flat this year and we are looking at new markets to expand currently. Enrollment can be done in a chunk, but retention should be done about 10 students at a time.

Performance based funding model working well for them because it has been kept steady for them. Prioritizing funds just like the state prioritizes.

2) Review of September 2024 Minutes

We asked HEPC if we could reach out to their staff and increase their knowledge in regard to what ACCE is all about. Chair Derrico mentioned at the meeting that we wanted to have our December meeting at HEPC. Reach out to let them know of ACCE and that we are looking for a Classified Staff member from HEPC to fill the vacancy on ACCE.

Next, we began to focus on minutes -- Jenna to contact Blue Ridge Community and Technical College in regard to Eric Unger. After further review and updates of the minutes, a motion was made from Jenny Boggs, seconded by Justin Tyler to accept the minutes as amended. Vote was unanimous.

3) Committee Updates

- A. **Benefits:** ask CHRO or Staff Council members how their institution is handling employees with 3 or more years of service. Notes were shared on FAQ sheets similar to what Concord was doing on possible topics for use @ staff council presentation to the BOG. Have a Staff Appreciation Event for all staff where longer employees are recognized. Employee Retention Initiatives and Internal Equity Analysis – provide increases over time. Identifying equity gaps.
- B. **Legislative:** Have a semi-draft of brochure ready, we will meet, review that, and then bring to the next meeting. Trying to focus on the biggest affect, most important. This is not an all-inclusive brochure.



- C. **Web & Communications:** Minor updates with current bylaws posted and older bylaws linked from archive page. Has not had the opportunity to work on photos. As part of discussion, to join the executive committee to pitch the revised survey.
- D. **Student Advocacy:** Not met but will get something scheduled within next 30 days. They have ideas on a texting campaign. Reach out to new Advisory Council of Students to share with us or have a meeting with all three (Faculty, Staff, Student). When would ACS be a good time to come back and speak with ACCE.
- E. **Special Events & Retreat:** Planning on having a meeting in November.

4) Old Business

A. Campus Carry Update

FSU appointed new co-chairs to the Regulatory Committee on campus carry. One single residence hall has lockers and just two students have requested lockers. Have not had any issues except for what happened at BridgeValley with the one firearm related incident. FSU's committee will meet at least once a semester but if any major concerns are brought up, they will meet sooner or more often. FSU has increased cameras on campus but no metal detectors. FSU has increased police presence. Keep communicating with everyone that campus carry is a thing now. Every current document needs to be consistent on every website. Who is responsible to put that out on your campus? Has there been any increase with incidences with guns since this was passed? Can an institution create a policy as an administrative procedure if it should be a rule?

5) New Business

A. Outreach to institutions with vacancies

Blue Ridge, HEPC, Eastern, WVU Tech, Do we wish to invite people to join us at a meeting where we go over what ACCE is all about? Should we ask to Zoom into one of their staff council meetings? November meeting time aim for 2:00 – 2:30 to begin with focus on current ACCE needs.

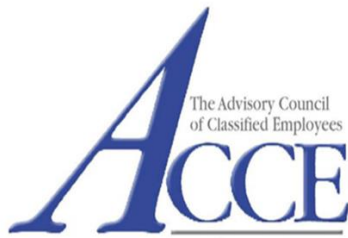
Review of Legislative Brochure

Preparing presentation to council.

Speak with Student Advocacy to have an idea of student needs/wants

B. December ACCE Meeting at the HEPC

Chair Derrico has been in touch with them to meet in the Hendrickson Conference Room. Motion made by Jodi Vincent to change December meeting from the 12th to the 10th of December. Seconded by Jane Fouty. Unanimous vote. Back-up date for the 10th if not available is the 17th. Make our own plans for lunch. Legislative Interim is the 8th – 10th. Verne was asked to put the new date on the website as soon as notified.



C. December Presentations to the HEPC and CTCS

Chair Derrico asked to share past slide show and go over the slides to begin creating our presentation? How did each school react to the temporary salary schedule released in April 2024? If your institution has a policy that they will follow the HEPC classification system, please check in with your institution to see if we are at the minimum of the 2024 schedule? Did we make any plans for the getting to this schedule?

If school policy states we follow the HEPC classification guidelines, then they should have funded the April raise guidelines.

Salary threshold of the FLSA? What is the plan. Is your institution already doing job reviews to meet the new standard?

Common themes from Faculty and Students. And meeting with them before the presentation.

Staff can formally request a position review in writing to the HR Office.

Thank you to Fairmont State University for the amazing and courteous venue they provided.

6) Adjourn

Rebekah Hatch motioned to adjourn, seconded by Jenny Boggs. Unanimous vote.

Minutes Submitted by:

Jodi Vincent
ACCE Secretary