

*Classified Employees Council*

**CLASSIFIED EMPLOYEES COUNCIL  
MINUTES**

**February 16, 2015, 9 a.m.**

Members present: Brenda Feltner, Brian Hammond, Ken Harbaugh, Ramona Kissel, Diane Shewbridge, Theresa Smith (alternate), Peg Swisher, Paula Wamsley, and Marian Willauer.

Guests: Marie DeWalt and Tammy Gill.

Members not present: Sharon Kendle, Paul Schwan, Paula Scott, Wanda Smith, and Patt Welsh.

Brian Hammond, chair, called the meeting to order.

The minutes from the November 17, 2014, and the December 15, 2014, meetings were approved as distributed.

**Advisory Council of Classified Employees (ACCE):**

Ken Harbaugh attended the January 13, 2015, ACCE meeting at BridgeValley Community and Technical College and reported the following:

- ACCE had a long meeting with Vice Chancellor Trish Clay. They talked extensively about getting out the RFP for the Market Study, but so far it has not been sent. ACCE feels this is a deliberate case of delaying. Because of the change in leadership from the Democrats to the Republicans in Charleston, there is trouble in regards to S.B. 330. Most of the new Republican representatives have no background in education, especially in higher education.
- There is a new bill, S.B. 439, which will totally go against S.B. 330. This new bill will totally and completely destroy the fairness and accountability that S.B. 330 would have established. Each higher education institution will be doing its own thing under this new senate bill. Ken urges all to go to the WV Legislative Website and read about S.B. 439 and highlight items for which you might have questions. Ken is very concerned about this bill. (See [http://www.legis.state.wv.us/Bill\\_Text\\_HTML/2015\\_SESSIONS/RS/Bills/sb439%20intr.htm](http://www.legis.state.wv.us/Bill_Text_HTML/2015_SESSIONS/RS/Bills/sb439%20intr.htm) for the text of this bill.)
- Ken reported that Walter Duke is Vice Chair of the House Education Committee. He has a background in education and is very supportive of higher education. Paul Espinosa and Jill Upson are also on the House Education Committee and are representatives from Jefferson County. We need to contact these representatives and speak to them about higher education.

For the latest up-to-date information on the implementation of SB 330, please go to this website:

<http://www.wvctcs.org/index.php/2013-06-28-14-18-45/senate-bill-330>.

**Board of Governors:**

No report. Diane Shewbridge said the next BOG meeting will be Thursday, February 26, 2015, with committees meeting at 3 p.m., prior to the full Board meeting which begins at 3:50 p.m.

**Staff Development:**

Marian Willauer reported that we have \$2,972.92 remaining in our Staff Development fund.

**Scholarship:**

Theresa Smith reported the committee met this month, Ken printed the letters, and they were sent. Ken suggested in the future that we send out these letters electronically.

Theresa said the Shepherd Foundation has in its records that our classified employees' scholarship is only for those who are in financial need. We need to officially change this. Theresa will contact Meg Peterson in the Foundation office to find out what exactly is on file. Council members present believe this has already been changed.

**Special Events:**

Peg Swisher reported the spring meeting luncheon will be held on Thursday, April 30, from 11:30 a.m. – 1 p.m. The cost of the luncheon will be \$7.50. She asked if anyone knew of any classified employees who would be retiring this year. We will need to work on this.

Ken said there also needs to be an Election Committee formed to create ballots, send them out, receive them, and count them. He suggested that three people be on this committee, and this should occur very soon.

**Safety, Buildings, & Grounds:**

Ken reported that the last Safety, Buildings, and Grounds meeting was cancelled, as he was just placed on this committee.

**Unfinished Business:**

None.

**New Business:**

Ken said an Emeritus Committee and Election Committee need to be formed. He encouraged Council members to talk to classified employees so that we can get good, dedicated people on these committees.

Brian reported a bill was introduced in the WV Legislature that would eliminate OASIS for higher education. Paula said she believes this bill is just for payroll.

Tammy Gill, our new benefits/training and development person in HR, introduced herself to Council members and reported she will be sending out a survey entitled "Training and Development Needs Assessment" to all Shepherd employees. Please complete this survey so she can find out what topics need to be addressed at Shepherd University through training and development programs.

There being no further business, *it was M/S/P to adjourn the meeting at 10:52 a.m.* Because spring break begins on March 16, the next Council meeting will be rescheduled for Monday, March 23, 2015, 9 a.m. in the Cumberland Room.

Respectfully submitted,



Brenda J. Feltner  
Classified Employees Council Secretary