

**CLASSIFIED EMPLOYEES COUNCIL
MINUTES
May 15, 2017**

Cumberland Room – Student Center

Present: Sharon Carpenter, Nancy Cowherd, Melody Gillespie, Brian Hammond, Ken Harbaugh, Ann Hoover, Karen James, Ramona Kissel, Diane Shewbridge, Theresa Smith (alternate), Peg Swisher, Patrick Weber (alternate), Marian Willauer

Absent:

Guests: Marie DeWalt, Director of Human Resources; Ginny Haddock; Mary JC Hendrix, President; Alan Perdue, University Counsel; Paula Scott

The Chair called the meeting to order at 9:00 a.m.

Approval of the CEC minutes of March 2017 and April 2017: A discussion of corrections for the March minutes took place. Since the Minutes needed some additions, approval of the March and April minutes was tabled until the June 2017 meeting.

The Chair suspended the regular meeting to introduce President Mary J.C. Hendrix:

Hendrix addressed the upcoming change in status for some employees, from Classified to Non-Classified, and suggested that, if the council agrees, some of the benefits of classified employees can be grandfathered in to those employees. The Staff Development and Scholarship funds are two benefits that Brian Hammond thinks should be considered.

Hendrix asked Alan Perdue to talk about the ongoing budget debate in the state Legislature.

Alan: The current special session is costing \$35,000 a day. The Legislature is debating an increase in the state sales tax and then a decrease in income taxes. Regarding those issue, there is an ongoing back and forth conversation between the Governor, the Senate, and the House of Delegates.

Hendrix: The state legislators know that Shepherd has been treated unfairly budget wise, in that we are dead last for state funding. Paul Espinosa and Daryl Cowles met with the President a couple weeks ago in which they focused on the theme that Shepherd is a component in transforming the state.

The President asked the council members for questions.

Ken: The House side of the Legislature has been harder in coming down on providing funding for WV Higher Education. HB 2815 calls for a study by the HEPC to create an updated funding formula for Higher Education. Ken feels that we need to put pressure on our local legislators to push for a new model.

Ken: Acknowledged the \$400,000 donation made to the University by President Hendrix and her husband and thanked her.

Brian: What are the thoughts on the idea of Premium parking on campus?

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Hendrix: The rationale behind the idea is that when faculty members have to leave campus in middle of day, to conduct business, they lose their parking. A hand full of those faculty asked if they could have the option to pay more for parking and get a reserved space. The administration is awaiting faculty feedback.

Ken: Mentioned that morale on campus is not good and is getting worse. He said that this kind of issue (premium parking) could be looked at as elitist and might contribute to lower morale. He asked if there is a small area that could be assigned to accommodate those people. A discussion followed. The President concluded that Premium parking could be tried and evaluated.

Ken: Regarding HB 2815: asked if Shepherd will pursue asking the HEPC for exclusion from the Classified system. Alan feels that we can operate as we have been w/o asking for exclusion.

Ken: Statements made by Gordon Gee, President of WVU, have been interpreted as sounding like WVU and Shepherd will be doing more together in future. What is his intent?

Hendrix: I talked with the Provost at WVU at same time Gordon Gee was in Martinsburg recently. The Provost came here. Gee is starting to recruit students by visiting High Schools around West Virginia. WVU has asked about giving access to all WVU health care employees to Shepherd courses, which is a good thing for Shepherd. However, Hendrix doesn't worry about WVU taking over Shepherd saying that they are two different products.

Melody: Asked about the progress on the environment sustainable energy initiative at the Tabler Farm.

Hendrix: Several companies are working on solar proposals. She also said that Shepherd has several faculty who have offered to help re-tool veterans through a farming initiative and selling produce in the community

REPORTS

ACCE (Advisory Council of Classified Employees):

Ken Harbaugh

ACCE meets this Thursday. It has invited representatives from the HEPC to talk about changes that will come about because of HB 2542, relating to Higher Education.

Board of Governors:

Ramona Kissel

To read Mona's full report, [click here](#).

Mona noted the following highlights from the BOG meeting on April 27, 2017:

- From the report of the Academic Programs and Development Committee, the creation and approval of a minor in Geographic Information Systems and a concentration in Environmental Geomatics.
- Academic Organizational Structure: the College of Business will be established as of June 1, 2017. The College of Social and Behavioral Sciences (including the Departments of Family and Consumer Sciences, Political Science, Social Work, Psychology, and Sociology and Geography), and each of the other schools will be re-designated as **colleges, effective June 1, 2017.**

Alan: explained that the change to the designation of "college" is because it is a little more prevailing across the country and there is a sense that using the term "college" may give us more flexibility about the way we package programs over time. It may help with recruitment by marketing programs in a unique way.

The next meeting of the BOG is June 22, 2017.

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Staff Development: Marian Willauer

No Report. The balance in the Staff Development Fund remains as last month with all monies expended.

Scholarship: Theresa Smith

The Financial Aid Office sent out the award letters to the recipients of the scholarship fund monies.

Legislative: No Chair

No report

Special Events: Virginia Haddock and Peg Swisher, Co-chairs

The CEC Spring luncheon/meeting went as planned. The next event will be at Christmas.

Safety/B & G Brian Hammond

The committee has not met. The next meeting is set for June 1, 2017.

Unfinished Business

Diane Shewbridge asked if the Council is allowed to give Anna Mary Walsh Emeritus status.

Ken: Feels that we should be doing what we can to encourage staff members that are leaving the University to remain active with the University. The determination of emeritus status going forward will be determined by the Council, not the President.

Ken: Moved that the Chair of the council send a letter to the President asking her to co-sign a letter to Anna Mary Walsh in which it would be indicated that the emeritus committee and the council bestows emeritus status to her. Approval of motion seconded and passed.

The guidelines for the emeritus committee need to be updated by new Council to reflect changes in policy. It was also suggested that the new council meet with representatives from the faculty senate to consider whether the two sets of guidelines for emeritus status for faculty and for classified employees should be aligned.

New Business:

Ginny: Raised the idea of formalizing a policy that would grandfather in those people who are becoming non-classified to be eligible for Staff development and Children's scholarship funds. Ken made suggestions as to how such a policy might be worded, for example, the number of years that an employee would be grandfathered in.

Nancy: Asked if the executive staff is thinking about eliminating positions in staff/faculty to reflect the decline of student enrollment. Marie said she did not know if the Executive Staff were looking at eliminating positions.

Ken: Brian sent out the elections results for next year. Please read that information.

Brian: Ken made a motion that the June CEC meeting be moved to Thursday June 15, 2017 at 9 a.m. and that the CEC Chair notify the new council members that they are invited to attend. The motion MSP.

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Melody: Asked if there can be alternate/s for category 6 and 7 since only two people ran for that category and they were both elected as representatives. Melody Gillespie and Ann Hoover agreed to serve as alternates if nominated. An email will be distributed to all Category 6 & 7 employees asking for nominations for alternates and a vote will be taken.

The next regularly scheduled Classified Employees Council meeting is June 15, 2017 at 9 a.m. in the Cumberland Room.

Meeting adjourned: MSP at 11:25 a.m.

Respectively Submitted,

Nancy Cowherd, CEC Secretary