**CLASSIFIED EMPLOYEES COUNCIL**

**MINUTES**

**January 23, 2018**

**1:00 pm**

**Library Room –Room 256**

Chair E.G. Moreland called the meeting to order at 1:01 pm

**Present:** E.G. Moreland, Jayne Angle, Tammy Gill, Marian Willauer, Diane Shewbridge, Cecelia Mason, Jenny Lind, Sarah Speck, Mona Kissel, Tracey Jones, Rachael Meads, Paula Scott

**Alternates:** Melody Gillespie, Sharon Carpenter, Nancy Cowherd, Virginia Haddock, Theresa Smith

**Absent:** Karen James

**Guests**: Marie DeWalt, Director of Human Resources, Sharika Abdul-Muhaimin, Beverly Bennett, Brian Hammond, Betty Rini, Assistant Professor of Nursing Education

**Approval of minutes**

Approval of December minutes motion by Diane Shewbridge, seconded by Marian Willauer

**Guest:**

Betty Rini, presented a power point sharing results onaSmoking Cessation Survey conducted across campus. Faculty and students were encouraged to participate regarding smoking on campus.

To view the power point presented click on this page [News You Can Use](http://www.shepherd.edu/cec/of-interest-now) located on the CEC website.

www.shepherd.edu/cec/of-interest-now

**Reports**

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

Next ACCE Meeting January 24, 2018

-ACCE meets January 24 in Charleston, WV. On the agenda are: Pros and cons of converting to an all-staff council proposed legislation, discussion of ACCE’s response to the Series 55 human resources rule/response by HEPC, and Go365.

-Go365, a program operated by Humana, is a new effort by PEIA to make everyone healthier and there are detractors. We all received a letter recently making this sound like a fun new voluntary program that will give us points to shop in an online “mall” for great items. The letter fails to mention that it’s really a mandate by PEIA and those who do not participate and accumulate 3,000 points a year will have to pay $800 more a year for health insurance ($25 more a month in premiums, plus a $500 additional deductible). Supposedly an email was sent to policyholders January 11 explaining this, but I didn’t receive one as far as I can tell.

Objections to the program include:

-Privacy-Go365 forces individuals to give up private information and data, including data collected on devices such as Fitbits, Garmins, and Apple Watches.

-Go365 is a web- and app- based program, and not all PEIA customers have web access, cell coverage, and smart phones.

-Most of the activities suggested do not take into account those who have disability or limited mobility, and people won’t get credit for activities like walking unless they have a fitness device or smart phone app.

-PEIA already makes everyone have Healthy Tomorrow’s where they get blood work every year or face a monetary penalty. Why does PEIA need Go365 as well?

-Forcing people to participate in a program like this to achieve a healthier lifestyle is not particularly effective.

**Board of Governors: Ramona Kissel**

*Mona highlighted some points of the President’s report.*

-Biochemistry Program receives Accreditation

-Shepherd is to offer Master of Science (M.S.) Degree in Data Analytics

-Ram Band receives new uniforms

-Comment from Eric Shuler to explore solar energy systems at Tabler Farm

-New Applied Business Lab to provide on-campus paid internships

FY2018 Pending Grant Proposals to date.

-Jessica Kump provided additional information for the BOG about the value of the USDA Natural Resources Conservation Service

- Department of Education DOE application for the 2017 TRiO Upward Bound Program

*Academic Restructuring Models (Dr. Beard’s Report)*

-The taskforce is composed of a representative from each of the academic departments, dean’s council, graduate studies, faculty senate, Center for Teaching and Learning, and the Library. Process and timeline discussed and given to BOG.

*Last Dollar Fund*

-Money is given to students who are short a very small amount just before their last semester, who receive help from the last dollar fund to graduate.

**Staff Development: Marian Willauer**

Current Account Balance - $2,324.25

-Staff development has received 3 requests for reimbursement, but none for travel.

-Executive staff has to approve travel before travel is arranged.

- Currently, there is a cap at $170.00 for reimbursement, if there is money left in the budget then possibly go ahead and reimburse at 100% to those who originally received a partial reimbursement.

**Scholarship: Theresa Smith**

Theresa proposed that any changes to the Shepherd University Classified Employee’s Children’s Scholarship Fund Application guidelines will be reviewed in the summer of 2018.

Question was raised as to who owns the scholarship fund? What happens to the fund once the CEC, classified staff would become a staff council?

Deposit of $230.00 from January 5th luncheon.

**Legislative: Cecelia Mason**

**No Report**

**Special Events: Jayne Angle**

Thank you cards were sent to those who helped make the January 5, 2018 luncheon a success. Our committee met to discuss the luncheon on what worked and what needed reevaluated for future events. An evaluation will be sent to the campus classified staff and a Spring Event questionnaire.

Donations collected from the luncheon was $230.00.

It was discussed that a possible Spring event could be an outdoor cookout and to use the Smallwood and Small Pavilion.

**Safety/B & G: EG Moreland**

**No Report**

**Budget Advisory Council Meeting: Jayne Angle**

The Budget Advisory Council met on January 5th, 12th and 26th to discuss Fee Review for FY19.

Ginny Haddock presented recommendations to the committee for review and discussion of fee changes for the following departments: Art, Theater, Foreign Language, History, English, Biology/Chemistry, On-Line Courses, Health Center, Political Science and Business. It was brought to the attention of the Committee that the Course Fees and Lab Fees that are charged are to cover consumables, cover costs of tests, or cover costs of trips required by the course. If presented as a Course Fee or Lab Fee, the cost can be covered by Financial Aid. If the student has to cover the cost out of pocket, it cannot be reimbursed.

**Unfinished Business**

Election of a new CEC chair to go out to all classified staff on January 26, 2018.

**New Business**

Contact Eric Shuler, Director of Facilities to present to the CEC.

The next regularly scheduled Classified Employees Council meeting will be held on February 19, 2018 in the Library in Room #256 at 1:00pm

Motion to adjourn the meeting by Diane Shewbridge and 2nd by Marian Willauer, adjourned at 3:02pm

Respectfully Submitted,

Jayne Angle CEC Secretary