**Classified Staff Council** West Virginia Northern Community College

**Minutes** Tuesday, February 8, 2011

Presidential Boardroom at 2:00 pm

**Attendance:** Tom Eltringham, Thomas Queen, Robert “Zac” Wycherley, Susie Barnette, Kim Hart, Shannon Payton, Lucy Kefauver

**Call to Order** at 2:05

**Minutes**: Approval of January Minutes were deferred.

**Guest:** Dr. Martin Olshinsky, WVNCC President, was present and reported on the following Classified Staff concerns:

* SB 330 is working its way through the legislature and it covers multiple issues involving staff and HR. The HR piece is quite extensive. It carries language covering staffing with HR Services which will be costly to the state. It includes provisions to pay above the steps on the salary schedule. WVNCC’ schedule is fully funded. Any raises for 2011 would be across the board. To be fair, as much money as possible is kept to an equal percentage for everyone at WVNCC. The federal stimulus money will no longer be available. Some of the money Northern will lose will be made up with increased tuition and fee revenues.
* Buildings are being reviewed with space for classes and offices. Among the suggestions brought forth were the creation of a computerized Math Lab and moving GED services into new space. The Straub property may be purchased soon and Board of Governors will need to make decision to renovate or create new space such as a building on 17th Street parking lot. Barnes & Noble expressed interest in moving to the Hyundai building which would give them more space and enable them to provide more for City. The building project in Wheeling is moving forward. No bridge sponsors have come forward for the B&O to EC pedestrian bridge.
* Q and A:
* A request was made to schedule the Classified Staff Council presentation to the Board of Governors before August so that we are representing in the same year as the faculty and students in accordance with the §18B-6-6(g). Dr. Olshinsky advised we would have to check with Linda Dudash, his secretary for availability.
* It was suggested that Disability Services is in need a larger area.
* Many concerns were expressed about the rumor of time clocks being installed and funds already approved for them by the budget committee. He advised that he had not yet approved them.
* When questioned on the Nepotism Rule, Dr. Olshinsky advised it would only be of concern for related employees working in a direct line of supervision and not as a much with indirect supervision, or related individuals reporting to a common supervisor.

**Committee Reports:**

 **Budget Committee**: There was no budget report.

 **ACCE and the Legislature** – Jared Tice was not present, Zac reported:

 - The current salary schedules are about 30% below the 2010 Market according to the latest

 Mercer study done as part of the Personnel Studies.

 - The Personnel Studies final report included recommendations for the establishment of a compensation review committee to oversee compensation reforms.

 - February 21st is last day to submit new bills to the floor or consideration by the legislature

 this session.

 **Financial Committee –** Kim Hart reported the remaining funds were spent on a Christmas gift

 for a child of a student through the Secret Santa Program and all remaining funds were donated

 to the American Heart Association.

 **Professional Development Committee –** Susie Barnette reported no meeting or agenda set.

 **BOG** – Robert Wycherley reported:

- The Board of Governors met on January 27th, 2011.

- The following rules were passed on second reading by the Board:

 - Bookstore and Textbook Affordability Rule

- Major Reduction or Discontinuation of Academic Programs Rule.

- The following rules were accepted for first reading by the Board.

- Nepotism Rule

- Acceptance of Advanced Placement Rule

- General Education Rule

- Public School Service Rule

- Adjunct Faculty and Appropriate Balance between Full-Time and Adjunct Faculty Rule

- A tuition increase of $5.00 per credit hour was approved by the Board.

- Approval was given to alter the Weirton Campus expansion project by adding 2,000 square feet

 to the original design along with an accessible elevator. The additional funding needed will come

 from the bond issue and from proceeds from the sale of the Hazel-Atlas building.

- Talks are continuing concerning expansion of the Wheeling Campus.

- The CFO reported that bids for replacement of the elevators in the B&O building were reviewed

 and work should begin in the near future.

- Bids were also reviewed for outsourcing the redesign of our institutional website and two firms

 were invited to make presentation on January 21st.

- The BOG is scheduled to meet on Thursday, February 24, 2011, at 5:00 p.m. in the Board Room,

 but an agenda is not yet available.

Motion to adjourn by Tom Eltringham, second by Susie Barnette.

Next Meeting March 8, 2011 at 2:00 p.m., Presidential Boardroom.

Respectfully submitted by Susie Barnette.

Motion for Approval on March 8, 2011 by Thomas Eltringham, Second by Shannon Payton

Approved: March 8, 2011