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

**ACCE Report**

**March 13, 2014**

Minutes for December and January were approved. Minutes for February are not yet available.

**Update from Mark Toor, Vice Chancellor for HR – Higher Education Policy Commission**

* WVOASIS implementation taking most of the HEPC’s time for the remainder of 2014.WVOASIS (Our Advanced Solution with Integrated Systems) will launch all HRIS related items on 1/1/15, and finance and other items will be added later.
* HEPC was to provide by July 2014 a comprehensive report to LOCEA (Legislative Oversight

Commission on Education Accountability) on the status and effectiveness of the point factor methodology system on how we value and classify jobs. Mark does not believe the report will be available by then.

* Mark suggested there may be a need to redefine ‘peer group’ through future legislation so that when salary studies are done, not every single school will need its own set of defined peers. Suggested WVU, Marshall, and the West Virginia School of Osteopathic Medicine would have their own set of peers, but the rest of the 2-year schools could use one peer group and the 4-year schools use another. ACCE offered reasons that other schools cannot easily be lumped together. Outside experts could weigh in on how many peer groups are needed and what schools would be in each. Reducing the peer groups would make the salary studies less expensive.

**New RFP**

* HEPC and outside consultant Mercer have determined the classified salary data from Fox Lawson is unusable. Methodology and peer groups could not be validated.
* HEPC will work on putting together a new RFP (Request For Proposals) with more input from constituent groups. New RFP will be larger and more detailed, more expensive. ACCE wants everyone to remember the reason the work is so expensive is that the classification system and salary schedule have been neglected since 1995 and the longer this work remains undone, the more unfair the system gets and the more massive a job it is to correct.
* New RFP will include
  + salary surveys of classified, non-classified, and faculty
  + consulting services necessary to update classification system (this would be in a separate section of the RFP and could be bid on separately)
  + classification and compensation management software

**Rules**

* Salary Rule and RIF rules are being circulated and discussed at Common Grounds Committee
* Mark Toor suggested a change to the statute concerning Institutional Accountability. Wants to add ‘willful and knowing’ to the current definition of a major deficiency as a ‘violation of laws, rules, or HR best practices.’ ACCE discussed that employees are not given this excuse when they violate rules; administrations should not be given the excuse either. Mark said that legally ‘willful and knowing’ includes what you know or *should* have known.
* Common Grounds will soon discuss Internal Hiring Preferences and Grant-Funded Classified Employees
  + Grant-funded classified employees currently have ALL the same rights as other classified employees, even if they signed a document stating otherwise upon hiring. Mark says these types of documents are technically illegal as they contradict state code.
  + Even if the law is amended to change the rights of classified grand-funded employees, those hired before the change will still retain all the same rights as other classified staff.

**Committee Reports**

* **Retreat Committee** – Planning the ACCE retreat for July 14-16th
* **Legislative Committee** 
  + Most proposed legislation did not have a huge effect on classified staff. Even legislation passed by both Senate and House will take its time heading to the Governor before it’s signed and adopted, so ACCE will keep an eye on it over the next months.
* ACCE wants to work on a more concerted effort across the state to lessen budget cuts to Higher Education because of what schools contribute to the workforce
* **Enrichment Committee**
  + Half done with a review of all institutions’ tuition assistance programs for employees
  + Want to conduct an online survey of credentials for all classified staff
* **Benefits, Bylaws, and Web Committees to present next month.**

Respectfully Submitted,

Jenna Derrico