Classified Staff Council West Virginia Northern Community College

*Meeting Minutes Thursday, October 11, 2012*

*Location: Room 303 B&O*

**Call to order at 2:01**

**Attendance:** Full attendance

**Approval of Minutes for September 13th 2012:** Minutes approved

**Knowledge – Special Guest CHRO Peggy Carmichael**

* PIQs
  + Link to PowerPoint – Wait for email from Peggy. Will forward upon receipt.
  + Deadlines:
    - No deadline for supervisor submitting PIQ
    - Once submitted to CHRO, the deadline is 45 days from receipt
    - Administrative Procedure states that if President of College or CHRO requests a PIQ review, that the supervisor has 45 days to provide it to HR/President

**BOG Report – Lucy Kefauver**

Following call to order and approval of minutes:

President’s Report

* Middle College Students shared their experiences
* Update on performance based funding
* October BOG meeting- date change- 10-18.
* Hosted 40th anniversary luncheon
* Met with JP Morgan /CHASE foundation about Middle College funding
* Annual review of the Strategic Plan has begun
* Participated in Williams Company opening in Moundsville
* Met with Senator Plymale about budget cuts and performance based budgeting
* Worked with Brooke and Hancock county schools to begin Middle College on the Weirton Campus
* Hosted groundbreaking ceremony for the new Barnes and Noble and Student Union
* Community Activities
  + Wheeling Chamber of Commerce Board
  + Regional Economic Development Board
  + Wheeling Rotary

Executive to President for Development

* Recent grant awards- Dominion Foundation $50,000 for simulator for Megatronics

COF/ VPAS

* Budget strategies

VPSS

* Fall Enrollment

VPAA

* New program planning - PTA

Old Business

* None

New Business

* None

Adjournment

Submitted by: Lucy Kefauver

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**Budget Report – Pat Stroud**

* Nothing to report

**ACCE Report – Melanie Eberhart**

* Progress is being made, in regards to SB 330, but no changes to report at this time

**Safety Committee**

* Review fall semester issues:
  + Wet floor, etc.
* Fire Drill & Text Alert test
  + Around 840 involved in text alert
* Reviewed Safety Week events
* Reminded of Lock Down drill – tentatively scheduled for Monday of Thanksgiving break
* Tobacco Free Campus discussion
* Lettering of parking lots for clarification

**Rules Committee**

* Fair Computer Usage Rule
  + Please submit any comments/concerns by November 9th 2012
  + Anonymous comments will be accepted

**President’s Council**

* November 19th, 2012 – Lock down drill will be performed @ 10 am on Wheeling Campus
  + Other campuses will begin on a staggered time basis

**Election Committee – Margaret DeCola**

* John (Mike) Harbout has accepted nomination for technical/paraprofessional
* For professional/non-faculty
  + Tami Becker
  + Hilary Curto
* Clerical/Secretarial
  + Shelly Reager
* Recorder
  + No responses as of yet
* Council voted on whether to have special election:
  + Council members voted on having a vote through the entire Classified Staff Assembly to elect vacant positions
* Margaret will be posting one more attempt for recorder vacancy

**Constitution / By Laws Committee**

* Melanie sent email to CSC containing outline for by-laws

**Old Business**

* Computer and Internet Usage Review

**Adjourn**

* Meeting adjourned at 4:25 pm