

# **Staff Council Meeting**

Minutes for March 25, 2021

## **Call to order – 3:00pm**

Chair Darryl Clausell called the meeting to order.

## **Roll Call**

Sector Representatives: Darryl Clausell, Scott Montgomery, Bob Gibb, Jenna Derrico, Matt Thorn, Shelly Reager, Hilary Wilson  
Absent: Dan McClure

## **February 25, 2021 Approval of Minutes**

Bob Gibb motioned, Jenna Derrico seconded

## **Election:**

Election is supposed to happen Friday, April 16. With setback, will move forward to complete in April.

- Strategic Plan Goals
  - Election committee: Dan McClure, Scott Montgomery, Shelley DeLuca.
  - Chair will contact to set up meeting
  - Council has been working diligently to make sure sectors are correct, worked with HR on classifications, finalized decision on EEOC – council will use own classification
    - Chair wants to make sure everyone knows their correct sector
    - Need to show staff support by having all sectors represented at council meetings and being involved
    - Need to be proactive – not reactive
    - Staff need to be part of College committees to share information at meetings to other staff
    - Research and know what is going on with facts, not assumptions

## **Chair Report**

### **Human Resources:**

- Conversations in President's Council and emails from staff to Chair
  - Evaluations have been misplaced
  - Very few employees received theirs
  - Should be getting them within the next two weeks
- Current Evaluations
  - Are coming but will be later than usual
  - Staff Council need to discuss evaluations and work as a group on interpreting and coming up with:
    - Performance Merit

- If we do a poor job – there are consequences (improvement period) – but if doing great job – no reward
- Compensation and Salary Structure could help set up merit scale
- Learn how to advance
- Since becoming non-classified there is not a set guideline to go on
- Evaluations haven't changed in years – how can one grow or change responses?
- Salary New HR – this is the time to work on changes
- and Compensation guide hasn't changed since 2017
- Jenna Derrico stated: States say schools have the ability to take structure and use to move staff through scales
- There is merit for Faculty, but not staff
- Falls on our College to make us be awarded when needed
- 100% engagement is needed from staff

#### **Realignment of Staff:**

- Chair had conversation with Dr. Mosser about announcement of organizational chart coming out as a surprise to many employees
- Dr. Mosser acknowledged this is common when any changes like this happen and understands employee concern
  - Supervisors were supposed to discuss with their departments prior
  - Poll was taken at President's Council and all supervisors unanimously reported they were happy with changes.
  - Debbie Bennett said there were a few questions she had on changes, but all had been answered and were worked through successfully
  - Shelley DeLuca asked about potential of other jobs being elimination
    - Chair responded – only one position was eliminated and there are no talks of any other positions going away
    - More concerns from a few employees were expressed
    - Chair stated instead of discussing “what if's” we should meet with Dr. Mosser and ask.

*Motion to have meeting with the President to discuss the changes – motioned Shelly Reager, Seconded Jenna Derrico*

#### **Meeting with Trish Humphries:**

- May 27 at 3pm
  - Send prior to the meeting all questions to Chair or Sector Rep to have organized list ready for conversation
  - AACE has list serve about how other schools are handling different issues – if staff wants to know something in relation to that send to Jenna

**Budget:**

- Enrollment Deadline
  - Enrollment has continued to drop, but no employees have been eliminated
  - So, less students, same staff – but no talk of change at this time
  - Planned 2% tuition increase for year
  - Planned 2% wage increase
  - Budget committee has not met
  - Budget first draft is going to BOG tonight
  - Chair believes will be sent to staff (is going to confirm with Alicia
  - Shelly Reager said this is all incorrect and it is being voted on tonight she believes

*It was noted by the Staff Council BOG representative, during the Board of Governor's February 25 meeting, that a vote was taken on an item that wasn't on the agenda. This vote was for the Organizational Chart revision of Staff and was approved by the BOG's. The vote then appeared on the March 25 meeting minutes and those minutes were approved which seems to be out of order and in violation of the Open Governmental Meetings Act, according to our BOG representative.*

*The Staff Council agreed to allow our BOG representative to follow up with the BOG's, whether this action was out of order and report back at our next meeting.*

**Document Center:**

Chair mentioned new Document Center that will be coming and all staff will have access. Asked if anyone in the meeting knew more on the new Document Center

- Hilary Wilson replied as she and Lee Ann Blair (NM LRC) are handling adding the documents
  - Document Center is located on the website and will be by login only access
  - Will contain things such as:
    - All employee needed forms and documents (business office, HR, etc.)
    - College documents – Marketing Plans, Budget Plans, Strategic Plan
    - Historical documents – news releases, event items
    - Committee minutes and more
    - Jenna Derrico questioned removal of Staff, Faculty and Student minutes – Hilary replied those will all stay if necessary, she will double check on this - and BOG will be staying also

**COVID Guidelines:**

- New Guidelines are coming out will possibly be separated by vaccinated and non-vaccinated

**Bluefield Update:**

- WU, WLU and WVNCC presented together to Mayor and City Council
- Overall majority of employees are supporting Dr. Mosser on this and the response has been positive from most employees
- WVNCC is hopeful this interaction will not have a negative effect on our relationship with city going forward; the city and WVNCC have such a long history of a positive working relationship

- Jenna Derrico, Shelly Reager and Shelley DeLuca wanted it to be on record that they are not ok with the way Dr. Mosser has handled this situation and felt he was unprofessional.

**ACCE Report – Jenna Derrico:**

- Currently planning a July Retreat
- Legislation
  - There are now 7+ Campus Carry Bills
    - Restricting organizations to restrict gun carry laws
  - HEPC watching the budget bill / reduction of state income
    - No cuts to Higher Education have proposed
  - Compensatory time
    - Employees using comp time by letting it build up then cash all in at once
    - ACCE says schools have done it to themselves by
    - Trying to force employees to use it or lose it

**BOG Report – Shelly Reager:**

Meeting tonight March 25

**Motion for adjournment Shelly Reager, seconded Matt Thorn**

**Adjourned 4:15**