

Southern West Virginia Community and Technical College
Classified Staff Council
August 25, 2020
10:00 am
Microsoft Office Teams
Minutes

Members Present: Patricia Miller, Classified Staff Chair; Ruby Runyon, Secretarial/Clerical/Office Representative; Kim Maynard, Executive Administrative/Managerial Representative; Carol Jobe, Technical Paraprofessional Representative; Cheryl Elliott Hicks, Logan Campus Representative; Rhonda Collins, Williamson Campus Representative; Patty Brooks, Wyoming Campus Representative; Jennifer Dove, Secretarial/Clerical/Office Representative.

Members Absent: James Parker; Scott Prichard, Service/Craft Maintenance Representative; Beverly McDonald, Professional/Non-Faculty Representative; Lee Stroud, Technical Paraprofessional Representative; Danny White, Service/Craft Maintenance Representative; Jackie Whitley, Vice-Chair, Professional/Non-Faculty Representative (Excused).

Ex-Officio Members: Chris Gray, ACCE Representative
Dianna Toler: BOG Representative (Absent/Excused)

Staff Present: Donna Lafferty

1. Verification of Quorum and Call to Order

Chair Miller declared a quorum present, and called the regular meeting to order at 10:15 a.m.

2. Approval of Minutes

The Minutes for the regular Classified Staff Council meeting of July 28, 2020, were presented for review and approval. A motion to accept the amended minutes as presented were made by Kim Maynard and seconded by Chris Gray. The motion carried unanimously. Chair Miller declared the motion adopted and the June 2020 minutes approved.

3. Reports and Updates

3.1 Board of Governors-Dianna Toler (Absent)

Chair Miller announced that Dr. Tony Human is the new Vice President for Academic Affairs, and his start date will be Monday, September 14, 2020.

3.2 ACCE Report-Chris Gray

Chris stated that on July 29, 2020 ACCE attempted to have meeting via Zoom. They did not have a quorum. However, Trish Humphries did discuss the WV State Compensation System Classification and how the salary schedule needed to be updated. On July 31, 2020, ACCE had an official meeting. Election were held. Results: Chair – Jenna Derrico; Vice Chair – Amy Pitzer; Secretary – Chris Gray.

3.3 Ad Hoc Committees

3.3.1 Hallmark

No Report

3.3.2 Legislative

No report

3.3.3 Professional Development

Chair Miller stated she sent an email to President Alderman requesting professional development classes during scheduled Governance Days.

3.3.4 Southern Samaritans

Cheryl Elliot-Hicks announced that the Southern Samaritan's balance was \$2767.83.

3.3.5 Website

Chair Miller said that updates are currently being completed for website.

4. Old Business

No Old Business

5. New Business

5.1 HLC Report

Discussion was made on the results of the HLC report and how it affects classified staff. Items discussed were: HLC wants to see goals; State of Strategic Plan; Retention of Students; Tutoring.

5.2 Salary Schedule

Discussion was made concerning the current salary schedule and how it needs to be updated. Classified staff has to wait until an across the board raise to see increase in pay. Chair Miller suggested creating a policy concerning pay increases for classified staff. Classified Staff Council agreed. Chair Miller asked each council member to check the website of other West Virginia colleges for information concerning salary

schedules. Chris-Mountwest Community and Technical College; Cheryl-Pierpont Community and Technical College; Pat- West Virginia Northern; Kim-BridgeValley Community and Technical College; Jen- Eastern West Virginia Community and Technical College; Patty-New River Community and Technical College; Ruby-Blue Ridge; Carol- West Virginia University Parkersburg;

6. Other

Chair Miller wanted to remind classified staff that she will be retiring soon. Chair Miller asked that everyone think about nominations for next year elections, and stressed that each person has a voice. Patty Brooks requested more information concerning Covid and how it affects sick time. Patty asked is working from home an option? Ruby Runyon stated that after Thanksgiving break, all students would be completing classes online because of the risk of spreading Covid. The question was asked if employees would have the option to work from home after Thanksgiving break until January 2021.

7. Adjournment and Next Meeting

There being no further business, Chair Miller asked for a motion to adjourn. Chris Gray made a motion to adjourn, and Patty Brooks seconded the motion. The meeting adjourned at 11:34 am.

Patricia Miller, Chair

Donna Lafferty, Recorder