

## **Bluefield State College Classified Staff Council**

Meeting Minutes

May 10, 2016

***Council Members Present:*** Deirdre Guyton, Carolyn Kirby (Chair), Kim Reed, Jerry Conner, Randy Carroll, Louie Belt and Angie Wassum

***Council Members Absent:*** Bryan Edwards, David Thomason, Lisa Bennett, Jane Richardson and Darlene Gilley

***Guest:***

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The meeting was called to order by Carolyn Kirby, Chair, of the Classified Staff Council at 1:00 pm.

Motion to approve the minutes with corrections (Randy's last name was misspelled) of the March 15, 2016 (Kim Reed/Randy Carroll). Motion carried unanimously.

### **Old Business**

1. **OASIS**—will be rolling out. Everyone should have received an email concerning Kronos training. Those having to go through Kronos training include non-classified, classified-exempt and classified non-exempt. Extra help, RSE and Students do not have to have the training. It is to your benefit that you take advantage of the training. Any annual/sick leave approved prior to Kronos going live May 14 will have to be redone.
2. **BSC Budget Information**—how many were able to attend? Any comments? We will know more about what is going on. You should have received an email requesting that all purchases must be approved by Sheila Johnson prior to purchases. Those in Student Affairs must have prior approval before submitting to Sheila Johnson unless you are grant funded.

Discussion followed. We are very much concerned that there will be a 10% budget cut. Higher education will most likely take the hit. What are our numbers? Are we up for the fall? According to the email received, fall enrollment numbers are compared to this time last year however, that is due in part to Freshmen Frenzy. Continuing students--548 enrolled out of 1377; 350 graduating so we are down 500 (that should be enrolled). We have 119 newly enrolled are registered 49 new transfers; 85 returning and 17 transient students. Consider 350 lost to graduation and out of those 500 have not registered yet, based on previous trends approximately 200 will not return. You can look at 550 students we will have to make up for fall. Increases in tuition and fees will probably be a deterrent in students not returning. Five percent and 14% will increase. Two hundred sixty for first summer term and some of them have already withdrawn because of funding and 87 for second summer session contingent upon classes making it.

3. **June Potluck**—scheduled by the consensus for June 9, 2016. 11:00 am-1:00 pm Meeting before the potluck. Please look at your calendar

## **New Business**

1. **BOG Meeting**—we have our meeting with the BOG next Thursday night (May 19<sup>th</sup>). What I have done in preparation for that meeting--I have the guidelines worked out by our Board Rep and Faculty Board Rep. We will make an annual presentation to the Board. The Chair will make the presentation. The purpose of the presentation is to highlight specific staff contributions to BSC and to provide insight into problems facing BSC and staff. The presentation should be no more than 15 minutes in length allowing questions from the board after the presentation.

I went back to our special meeting last April and pulled out the topics from that meeting (read from the list of topics discussed in April). Out of those issues addressed last year, I open the floor for discussion. Discussion ensued.

\*Enrollment/Retention

\*Advisor Training

\*Housing Issues

\*Branding

\*Communication

2. **PEIA**—Is still not fully funded. We need to continue to contact our Delegates.
3. **Legislative Return**—Special session will begin soon. We have no idea what will be in store if a Budget is not approved. They are looking at a possible 4%, 8%, 10% or even an 18% reduction in the budget.
4. **ACCE Report**—No report.
5. **BOG Report**—The BOG will be doing the second round of AGB training May 18<sup>th</sup>. This will be an all-day session and of course they sent out an evaluation survey for the Board to evaluate itself.
6. **Flower Fund**--\$215.94. We did the raffle and made \$181.00. It has been deposited for a total of \$396.94. Thank all of you who participated.
7. **Announcement and Next meeting**
  - a. Board of Governors Meeting June 16, 2016
  - b. Next Classified Staff Council Meeting June 9<sup>th</sup>, 2016

Motion to adjourn (Kim Reed/Randy Carroll). Motion carried.