

Bluefield State Classified Staff Council
Meeting Minutes
July 28, 2015

Present: Kim Reed, Lisa Bennett, Angie Wassum, Deirdre Guyton, Louis Belt, Randy Carroll, Jane Richardson, Jerry Conner, David Thomason, Carolyn Kirby

Guests: Tom Harrison, Sarah Holguin, Sarah Ballard

Next Meeting: September (TBA)

I. Call to Order

Meeting was called to order by Classified Staff Chair, Carolyn Kirby at 1:07 pm

II. Opening remarks

Keep in mind what goes in meetings, do not bring personal stuff out due to confidentiality and keep confidential until meeting minutes come out, especially personnel issues. Everyone is asked to maintain civility and respect and present factual information.

III. Approval of Minutes

Motion to approve minutes. Deirdre Guyton motioned to approve with corrections. Seconded by Randy Carroll. Motion carried unanimously.

IV. Old Business

The new Harassment Policy was out for 30 day comment period and will go before the BOG for approval at the next meeting unless there are issues to be addressed from the comments. The 30 day comment period has already passed.

V. New Business

Welcome all new council members. Carolyn stated she was looking forward to working with each of the new council members. Employee morale is still an issue and we should continue to provide some of the activities we did this summer such as the pot luck. We are going to continue to encourage all faculty and administration to participate.

The potluck/cook out went great. Everyone who came had a great time.

Officer Elections:

Vice Chair: Jane Richardson nominated Kim Reed. Seconded by David. Kim accepted.

Secretary: Louis nominated Angie Wassum. Seconded by Jane. Angie accepted

Two college council members are required in addition to Louis and Carolyn. Kim Reed was nominated by Jane Richardson seconded by David. Kim accepted.

Randy Carroll nominated for College Council by Kim Reed. Seconded by Jane Richardson. Randy accepted.

All motions carried unanimously.

Enrollment update:

We are down 104 students from last year's comparison. 1398 vs. 1294 registered. There are approximately 350 students who registered for spring who are not registered for fall. Discussion ensued on enrollment and

strategies for improvement. There were 259 graduates and admissions met their goals to replace those. There is an Enrollment and Retention committee to work on these issues.

Miscellaneous Updates:

Much more advertising has been done locally to promote the college.

There are numerous positive things happening on campus as well that need to be relayed out so if you know something positive that is happening, please share it.

Robin Ware's position has been posted. Discussion ensued on how this position will have an effect on both campuses.

Changes are being made to the gym for upgrades. Expected costs are to be around \$15000. We now have nice new equipment with the assistance of Title III.

Questions about where we are with percentages related to classified vs. non-classified was requested. Kim Reed will request this from HR.

Goals and Homework Assignment:

List goals for us to accomplish for the year and bring it to our next meeting, representing yourself and your sector. We need feedback from everyone. What is it that we can do to build morale and BSC? Email suggestions to Carolyn by September 1.

VI. ACCE Report

Senate bill 439 replaced 330. A lot of what is in 439 takes away power and gives it back at the institutional level. Discussion ensued on the Mercer Scale and PIQ Reviews. Louis provided handouts on information regarding how PIQ's are reviewed. This information will be placed on our classified site.

VII. BOG Report

Follow up is needed to obtain more information about articulation agreements. Next bog August 20th. All are encouraged to attend.

Positions are still not being refilled or PIQ's rewritten. We need some clarification on the status of some of these positions.

Deirdre Guyton, the new BOG representative for Classified, will be in BOG training next week.

VIII. Flower Fund

The current flower fund is \$215.94.

IX. Announcements and Next Meeting

Next meeting is the All Classified meeting. Date and time to be announced at a later date.

X. Adjournment

Motion to adjourn by Randy, seconded by many. Motion carried unanimously.