

WVU Parkersburg
STAFF COUNCIL
Chair: Rodney Parker

Minutes

2:30 p.m., August 21, 2019
Community Room

Present: Brandon Amos, Al Collins, Pat Harris, Cody Irick, Kim McFee, Pat Mollohan, Rodney Parker, Rebecca Rhodes and Kathy Wince

Absent: Dennis Carnes, Doc Moore, JB Skidmore and Brad Wilson

Special Guests: President Chris Gilmer and Scott Poe

1. President Chris Gilmer opens the floor for questions.
 - a. Why are there exceptions to job postings?
 - i. Scott Poe directed the council's attention to Section H of #IV-8A. Hiring Guidelines where, "under certain conditions, the advertising and search requirements for filling a position may be waived upon the recommendation of the AA/EO administrator and approval by the President."
 - b. What are the justifications for title changes and pay raises?
 - i. Positions may be elevated based on experience, not solely on education. In addition, when job requirements/descriptions drastically change, a pay increase may be justified with HR approval.
2. Scott Poe opens the floor for further discussion on pay.
 - a. The Governors raise will take place on Oct. 1.
 - b. The Mercer Pay Scale explained.
 - i. The Mercer Pay Scale will place employees in certain pay grades based on Experience and Market Equity. This translates to past, job-related experience and previous state-worker time.
 - ii. The pay scale will be examined every three years, and the pay grade cap will be extended based on cost of living and other determining factors.
 - iii. Employees will be "paid for performance."
 1. HR is creating new evaluations for exempt and non-exempt employees.
 2. This will be a collaborative evaluation between the employee and their supervisor. If the two cannot come to an agreement on the employee's evaluation, the vice president of that campus sector will make the final decision.

- iv. HR will use J.D. Expert, a job information and description management software, to manage and build college job descriptions. This management system is used by other universities and institutions in the state, and will help WVU Parkersburg stay current and uniform with new job trends.
3. Staff Council holds elections.
 - a. After nominations and votes were tallied, Vice Chair, Treasurer, and Secretary were named as followed:
 - Vice Chair: Kim McFee
 - Treasurer: Pat Mollohan
 - Secretary: Rebecca Rhodes
 - b. A Staff Council Special Election took place via email to name the Representative to the Advisory Council of Classified Employees. Sandi Smith took nominations from August. 27 – August 30, 2019. Staff had until noon on Sept. 5, 2019 to cast their vote.
 - i. Kim McFee was named Representative to the Advisory Council of Classified Employees.
4. Staff Council voted on Employee of the Month.
 - a. Employee of the Month for August is Lacey Wilson.
 - b. Employee of the Month for September is Justina Morris.
5. Al Collins motioned for the meeting to be adjourned. Pat Mollohan second the motion.
6. Next meeting: Wednesday, Sept. 18, 2019 in the Community Room.