

**Eastern WV Community & Technical College
Classified Staff Council (CSC) Meeting
August 23, 2013**

Members Present: Pamela Shrader, Kimbra Chirchirillo, Laurel Godlove, Patty Goldizen, Lacey Koontz & Greg Zirk
 Regrets: Deb Backus and Tammy Ours

Agenda Item	Discussion	Action
I. Approval of Minutes	The meeting was called to order by Pamela Shrader at 1:40 pm. A motion by Kimbra to accept minutes from July 19 as written. The motion was seconded by Laurel and passed.	Minutes were approved as written.
II. Treasurer's Report/ Financial Statement	Kimbra shared a copy of the Treasurer's Report as of August 16, 2013. Beginning balance from last month was \$1,212.00. There was only one expenditure for the monthly birthday celebration in the amount of \$11.97. Ending balance is now \$1200.03.	Kimbra moved to accept the Treasurer's Report, seconded by Patty. Motion passed.
III. Old Business	<p>Pam noted the proposed changes to our By-Laws were outlined in the minutes of July 30, 2012 but we still had some outstanding questions. Lacey had attended the WVACCE meeting but did not get answers to our questions on the By-Laws from our July 30, 2013 By Law review. Pam reported ACCE will be here on September 26, 2013 for their monthly meeting and Lacey will get with Amy at that time to obtain answers to our questions.</p> <p>Pam also stated once the By-Laws are approved by CSC she believes they need to be approved by the Cabinet and BOG, put out for public comment but was not sure if they needed to be reviewed/approved by WVACCE.</p>	<p>No action taken at this time. Will complete proposed By-Law changes after answers obtained to outstanding questions from July 30, 2013 review.</p> <p>Need to determine all approvals needed for By-Law changes.</p>
IV. Report for WVACCE	<p>Lacey reported the following items were discussed at the last meeting:</p> <ul style="list-style-type: none"> - Grievance procedure. - The WVACCE secretary has not been attending meeting and the minutes for the past few minutes have been taken by different people. Lacey stated they are working to get these together and will posted on the WVACCE website. 	<ul style="list-style-type: none"> - Lacey will provide link to staff for review. - Lacey will notify staff when these minutes are posted on the WVACCE website.

	<ul style="list-style-type: none"> - Peggy Carmichael spoke about the state converting to a 26 pay per year cycle starting in January, 2015 as well as the new OASIS system. - Per the SB330 discussion, a relative market equity survey is being completed and it was stated one recommendation was all employees were to be within 5% for each classification. A group is currently reviewing the studies. - A WVACCE Q&A session will be conducted here on September 25th between 1:30 pm - 3:30 pm. - The monthly WVACCE meeting will be held at Eastern on September 26th. Eastern will provide coffee, juice, water, muffins, doughnuts, and soup and sandwiches for lunch. Lacey stated she has been requested to attend dinner with the group at O'Neill's on the evening of September 25th. 	<ul style="list-style-type: none"> - Staff will provide side dishes and desserts for the September 26th WVACCE meeting.
V. BOG Report	Pam reported the BOG meeting had been changed to Wednesday, August 28 th and therefore Deb did not have a BOG report.	BOG report will be provided at next meeting.
VI. New Business	Laurel inquired if the CSC could accept donations. Pam replied that we could. A discussion ensued about doing fund raisers. Pam stated the CSC use to do fund raisers but quit doing so in order not to be in competition with the GOG and Relay for Life activities. Pam reported there will be a staff luncheon on Friday, October 25, 2013 following the HLC visit. Kimbra will be attending a WVACCE meeting and Dr. Terrell will not be available on that date.	
VII. Next CSC Meeting	The next regularly scheduled CSC meeting would be Friday, September 20, 2013 which would be prior to the WVACCE meeting and during the mock HLC review. After a brief discussion, Kimbra moved to move the next regularly scheduled meeting to Friday, October 4, 2013 at 1:30 and in addition to the regular meeting, complete the By-Law review following input from WVACCE during their September meeting. The motion was seconded by Patty and passed.	

VIII. Adjournment	A motion was made by Greg to adjourn the meeting at 3:35 p.m. The motion was seconded by Laurel and the meeting was adjourned.	Next meeting: October 4, 2013 at 1:30 p.m. which will include regular meeting and completion of By-Law review.
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Respectfully submitted by Greg Zirk on August 23, 2013