The Classified Staff of Fairmont State University and Pierpont Community & Technical College met jointly on August 5, 2010 at 2:30 p.m. in Room 303 Education Building.

PRESENT: Harriet Bower, Beverly Jones, Chris Daniels, Donna Trickett, Matt Jacques

Guests: President Krepel, President, Fairmont State University
        President Larson, Pierpont Community & Technical College

The meeting was called to order by Harriet Bower, Chairperson, Fairmont State University Classified Staff Council. Agenda for the August meeting was distributed. Minutes were previously read and approved by e-mail.

Presidents Krepel and Larson were welcomed.

Discussion was held on mandatory supervisor training. Dr. Krepel stated that nine topics have been covered in 24 sessions. Points were brought up that some employees have different requirements with their supervisor than others, such as doctor slips required and other issues.

Dr. Krepel will talk with Steve Leach in HR on this matter and suggested HR be included in issues that are not consistent with others.

Regarding a possibility of pay raises in the fall, Dr. Krepel noted that the budget may look a little ‘sunnier’ that was predicted. There is a possibility of pay raises coming.

Computer training is scheduled for the first week in September for employees who don’t usually access a computer. This will be in sessions of four employees at a time.

Regarding the status of the Employee Handbook, Dr. Krepel thought it would be out before January. A ‘new employee packet’ checklist for Classified staff was distributed to all in attendance at today’s meeting. The presidents will talk to Steve Leach regarding this.

Harriet Bower asked if there was a possibility of adding a step 16 to the salary scale. Dr. Krepel thought the current scale was decided by the legislature. It was mentioned that Shepherd University has adopted a step 16.
For classified staff taking classes, fee waivers and the process of requesting this was discussed. Dr. Krepel stated that there was money available that is not being used. Donna Trickett stated she was told that she had to be ‘degree-seeking’ to get a fee waiver.

Dr. Krepel said there seems to be a lack of communication on this matter from HR.

Dr. Krepel asked if we had ever done a request for attendance to the staff council meetings since attendance is often low.

The presidents discussed possible ways to communicate information across the campus.

A Board of Governors report for FSU was given by Matt Jacques.

An ACCE report was given by Chris Daniels.

A dress code was discussed and addressed by Dr. Krepel.

A list of possibilities for one-day trips will be sent out soon. Dr. Larson has some ideas for these also.

The next meeting is scheduled for September 16th.

The meeting adjourned at 3:40 p.m.

Minutes respectfully submitted by Beverly Jones