

Classified Employee Council minutes for November 11, 2025

Council Members Present: Barb Kandalis, Danielle Stephenson, Yulia Friman, Sharon Carpenter, Karen James, Dee Wilson, Matthew Stitely, Holly Hartman, Kevin Murphy

Guests: Tammy Gill, Lori Moy, Paul Teter, Donna Shipley, Anousheh Riley, Missy Welsh, Emily Samide, Mary Valentine, Grey Boyce

Barb called the meeting to order. Minutes were accepted as written.

Committee Reports

ACCE Yulia – Public meeting for PEIA link will be sent out. Please participate in the upcoming meeting to have current information on coverage and premium increases. Yulia can take any questions/concerns forward. Emily Samide attended the meeting that was held in Martinsburg. They anticipate the increases projected in the packet Tammy Gill sent out and they do not have a way to fund PEIA after that. Once the reserve is used up, there is no plan on how to fund PEIA. The delegates need to come up with the full funding for state employees. They are the ones that have voted for these increases. There is a surplus at the state, so some of that money needs to go toward fully funding the state employees PEIA premium. HB 2887 would create a revenue stream for the state. It is related to recreational cannabis in the state, and could be a revenue in helping with the funding of PEIA.

Board of Governors Danielle – she will link the book from the BOG. Please look at pages 75-76 about the salary equality enhancements. There is a separate booklet for the annual audit report and financial statements link will also be attached. The board voted to approve the strategic reinvestment which dedicates \$500,000 toward the salary equality enhancement for this year. The proposed salary increases are part of an overall strategic goal to bring salaries up to CUPTA ranges. Deferred maintenance funds and special appropriations to support critical infrastructure Shepherd has the opportunity to direct net revenue toward compensations. It was also recommended to set a floor of 38 days of unrestricted cash on hand to ensure these increases do not affect the overall reserve that Shepherd has built over the last couple of years.

Scott Barton presented the annual audit report and financial statement. It was shared that the audit was clean.

The building athletic and dining hall is coming together well. It will be a good investment for our students and use the space as well.

The next BOG meeting will December 18th at 4:15pm in the Wellness Center Rooms 213 and 215 or by ZOOM.

Classified Employees Children's Scholarship Fund: Chris - No report.

Staff Development Lori – Our budget has been loaded into Banner, so we have \$8,900.00. This should be split into \$4000 going toward staff taking SU classes; the other \$4900 is for training. She would like to increase to the maximum for staff to \$600.00. Yulia Friman made a motion to increase the maximum from \$500 to \$600 per year for staff taking classes, seconded by Kevin Murphy and the motion passed.

Safety Representative Sharon – No report.

TOC Naz sent a report. They met on October 22nd to discuss the role of the committee, funds available and how it interacts with other groups on campus. Since they have no funds, the committee may go to a more advisory mode and will work with IT to make sure everyone/departments needs are being addressed. Another meeting may be held before the end of the semester.

Old Business

Great Colleges to Work for Committee – we are working on areas of friction on campus. Staff is very lean now. They are trying to figure out which areas are priority. We are looking at overall jobs that all administrative staff do in every department. Example – Procurement or Travel - Could the process be streamlined?

They are looking at more full-time people for certain areas, but also some part time people might be able to help.

Shredding on campus. The event in May was expensive. Scott Barton is looking at maybe getting a large shredder on campus that everyone could use.

New Business

Lori – Tammy has a list of trainings that are available through the state. Some are virtual and some in person. We met with Barb and narrowed it down to things that could help staff. The classes are 2-4 hours in length. Tammy is looking into the cost of the class, when the best time to hold this class since it will take us away from our desk. It would be open to all staff. Student Affairs is also looking into staff development as well.

The next meeting will be on December 9, 2025, at 1:00 pm by ZOOM.

The meeting was adjourned at 1:37pm.

Submitted by Sharon Carpenter