

PSO Executive Committee Meeting

Tuesday, February 16, 2010

10:00 am, OM 435

MEETING NOTES

Present: Rick Stefani, Lin Stefan, Pam Gibson, Leah Keegahn, Sue Hoidal, Paul Mueller, Randy Senf, Lea Aune, April Markiewicz

- **PSO General Business**

- *Approve February 2nd Meeting Notes* – Rick Moved, Paul Seconded. Meeting notes approved, with edits, unanimously.
 - *November 4th General Meeting Notes* – April hasn't had a chance to draft a synopsis yet. She will try to get one out before the next meeting.
 - *Budget* – Sue reported the university is preparing for further cuts of approximately 4%, but with the state legislature still in session that percentage could change. Several draft documents have been posted on the University Planning and Budget web page (<http://www.wvu.edu/upb/>) that propose policies and procedures for “*Considering Proposals for Elimination of or Major Reductions in Programs*” and “*Principles, Guidelines & Processes - Adjustments to 2010-11 Operating Budget & Building the 2011-13 Request.*” No programs have been identified for elimination at this time. These documents were generated to help guide the process should further cuts be required. The “Furlough” bill continues to undergo modifications, however the exemption for “instructors”, as well as emergency personnel, health officials, etc remains. It is anticipated that some kind of furlough will be approved for select state employees by the end of this legislative session.
 - *Update on PSO Constitution, Handbook and Guide revisions* – They are still in Human Resources being reviewed.
 - *PSO Executive Committee vacancy in Academic Affairs* – Phil Nordwall and Lois Longwood have indicated an interest in the position. Sue will contact both and ask for a letter of interest that she will then forward to the rest of the PSO Executive Committee to review and vote on at the next meeting.
 - *PSO representation on UPRC* – Sue and Paul withdrew their nominations as alternates to Randy on the UPRC. April indicated her interest in serving, however may have conflicts in attending some of the meetings because of the class she teaches on Wednesday. A vote was taken and April was elected by the majority with one opposed to serve as the PSO alternate on the UPRC. She will attend the meeting on the 24th for Randy.
- **Committee Updates**
 - *DOP Training Subcommittee* – Sue reported that the committee had identified several training sessions that they think would be of interest to PSO employees. Please let Sue

know whether you have a preference since at most we should only pursue getting one or two on campus for spring quarter.

- *Staff Arts & Crafts Show* – April reported she had sent the updated Gallery Guard list to Nancy Phillips and thanked everyone for volunteering. Linda Strock will cover those times we are unable to be there.
 - *UPRC* – Randy reported they are reviewing Capital Budget project proposals.
 - *Minority Employees Council* – Sue was contacted regarding the need for a PSO representative on the council. Leah reported she had served on it before. April Moved to re-appoint Leah as the PSO representative. The motion was seconded (I think by Lin or Paul). Motion approved unanimously.
- **Items from the Floor**
 - *PSO General Meeting* – The consensus of the PSO Executive Committee was to hold its general meeting during Spring Quarter. Lea suggested Doug Adelstein, HR's new Manager of Labor and Employee Relations to be the guest speaker.

Approved March 17, 2010.