

## PSO Executive Committee Meeting

Thursday, September 29, 2010

11:00 am, OM435

### MEETING NOTES

**Present:** Sue Hoidal, Paul Mueller, Rick Stefani, Lin Stefan, Pam Gibson, Lea Aune, Leah Keegahn, Jennifer Hansen, and April Markiewicz

**Unavailable:** Lois Longwood

#### • PSO General Business

- Group photo: Everyone was able to attend except for Lois and Sandra. The photo has been posted on the PSO website at <http://www.wvu.edu/depts/ps/>
- Approve August 16<sup>th</sup> Meeting Minutes. Paul moved and Leah seconded to approve the meeting notes. Motion approved unanimously.
- Report from the President's Cabinet
  - Sue reported that most of the conversation was regarding the budget situation.
  - She stated there was also overwhelming support expressed for the revised format of the Convocation ceremony in which awards were given out then instead of at the spring Employee Awards Ceremony. Next year non-tenured track awards will also be handed out.
  - Sue also reported that the university is discussing gender inclusive housing, a designed living community
  - Sue also met with Chyerl regarding the need for HR to work with supervisors that have to lay employees off and provide some guidance to them so that the process can be as least painful as possible and without potential liability to the university. Chyerl does have a plan that Sue found encouraging.
- Changes to the University Retirement Plan
  - Sue reported that the university will be implementing changes to its retirement plan such as change the fiduciary responsibilities to bring it into compliance with the IRS, streamline the process and make it easier for employees to participate, and less expensive in the long term to manage.
- Meet with Rich Van Den Hul, Vice President of Business and Financial Affairs:
  - Sue introduced VP Rich Van Den Hul to the Executive Committee. He then talked about some of the activities directing over the next year. Those include updating the SWOT (Strengths, Weaknesses, Opportunities, and Threats) analysis and addressing campus parking concerns. Business and Financial Affairs is also implementing changes to some of its departments to make them operate more efficiently and cost effectively.

- **Committee Updates**

- UPRC: Jennifer reported that the UPRC has mostly been working on the 2010-11 and 2011-13 Operating Budget, as well as updating Western's Strategic Plan.

- **Items from the Floor**

Lea handed out the updated "Reporting Communicable Diseases" policy draft and asked the Executive Committee to look it over and send any comments, changes, etc to her.