

12-11-1997

## MU NewsLetter, December 11, 1997

Office of University Relations

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# Staff Council minutes for October

## Marshall University Classified Staff Council Minutes

Thursday, October 15, 1997

1:00 p.m. Shawkey Dining Room

**Members Present:** Nina Barrett, David Blackburn, Bernice Bullock, Jill Chapman, Muhammad Chaudhry, Shannon Christian, David Cremeans, Judy Damron, Anita Hill, Earl Johnson, Ted Misner, Rhonda Mullins, Rowena Napier, Terry Olson, Ted Misner, Terry Olson, Carla Schneider, Cora Westmoreland, John Winters, Joe Wortham, and Connie Zirkle

**Members Absent:** Beverly Bunch, Shannon Christian, Martha Deel, Trish Gallagher, Kay Hesson, Ronnie Hicks, Verlin Hughes, Jr., Chris Kennedy, and Kelli Mayes.

**Guests Present:** Delegate Margarette Leach

The meeting was called to order by President Nina Barrett at 1:03 p.m.

A motion was made to accept the September 19, 1997 minutes. The motion was seconded and passed.

**Guest Speaker:** Representative, Margarete Leach

Jill introduced Delegate Leach and she discussed the problems identified by Staff Council such as the increment and Public Employees not being allowed to run for Public offices.

Ms. Leach emphasized the importance of discussing issues with Delegates before the session begins. She explained why this was the best time to lobby. Delegate Leach also discussed how important knowledgeable and accurate communication with your Representatives was necessary. She said that your Legislator must be able to trust what you tell them and feel free to tell you the reality of your requests, anticipated hurdles and how to overcome them. She also suggested that you get all the representatives from your county together and discuss the issues at one time to be the most effective.

Delegate Leach made many valuable suggestions and a lengthy discussion occurred between her and the Staff Council members.

### Standing Committee Reports

#### Legislative Affairs

Jill's committee report consisted of acquiring Margaret Leach and her presentation today.

#### Financial Affairs

Please see attached sheet for the Chair's report for this month.

#### Personnel

The committee met this month with Jim

Stephens. The typing test policy of personnel was discussed. There was also a discussion of soft money positions and temporary positions. The committee will be meeting in two weeks to discuss the PIQ procedure with Jim Stephens. The Strategic Planning Report was discussed and the planned effort to make personnel cuts through attrition was stressed. Another plan was to perhaps shift staff positions around by moving over staffed areas to under-staffed areas. This issue will continue to be discussed in the future meetings.

Jim Stephens will be attending the beginning of the Staff Council meetings to answer any questions Council may have.

Judy Damron discussed a problem with the current time cards and presented two different designs for Council to discuss. Council liked one of her designs and she will discuss with payroll the possibility of changing the cards to make it more easy to record time in, out, sick leave and annual report and whether or not it is possible to change.

#### Physical Environment

Anita Hill, Chair, reported that her committee met and discussed the fallen ceiling tiles falling in the Burke Art Gallery and other sites. The areas will be checked for asbestos and replaced. A light pole on F lot was reported to be split. American Electric Power has checked the pole and repaired it. Another pole leaning on third avenue was checked and will be repaired. The inner part of campus will be marked and identified by AEP. Anita Hill also met with the Physical Facilities and Planning committee. This committee decided that the first week of the semester lots will be monitored and warnings will be written. However, the second violation will be considered illegal parking and citations will be issued. A suggestion was made that 24 hour a day parking enforcement be made. Dr. Grose explained the current construction sites and said that the Bookstore was progressing well, the Church building was progressing, and the Danco building has been purchased for storage.

#### Service

This committee still does not have a chair. Nina asked again for volunteers to take over this very important committee.

#### Staff Development

Connie Zirkle, chair, reported that she had a meeting, but no one attended. A meeting is scheduled for November.

#### Institutional Board

Kay Hesson has resigned and a discussion was taken to select her replacement. A

motion was made as follows: If the person elected to the Institutional Board cannot fulfill their elected term, then the runner up in the election will be given the option to finish out the elected term in their place. The motion was seconded. A vote was taken and the motion was passed with one vote in opposition. Janis Winkfield will be the new Institutional Board member November 1, if she accepts.

#### ACCE

David Cremeans stated that the ACCE was working on the Resource Allocation Model which had a plan due by December. He expressed his concern that the plan would not be finished at that time because of a lack of meetings to address the issues. He also discussed the new Chair of the committee, Paul Martinelli and stated that he would be working closely with the issues to make progress this year.

#### University Functions Committee

No meeting yet this semester, but he had talked to the chair.

#### Old Business

Nina gave an update on the Tommy Burchell case. Tommy Burchell has won! This is a victory for us all! The University will be reinstating Tommy with back pay and interest. Negotiations are taking place as to where he will actually work since the parking office does not exist any longer.

#### New Business

No further new business was discussed. The meeting was adjourned at 2:40 p.m.

(The staff council minutes are printed as submitted by Staff Council Secretary Connie Zirkle)

## Faculty and Staff Holiday Party Dec. 12

President and Mrs. J. Wade Gilley cordially invite all Marshall University employees, current and retired, and their families are to the annual MU Holiday Party Friday, Dec. 12.

The party will be held in the Don Morris Room of the Memorial Student Center from 6 p.m. to 8 p.m.

A light buffet and entertainment will be provided and Santa Claus will be present. Free photographs will be made of children visiting with Santa Claus.

# MU NEWSLETTER

MARSHALL UNIVERSITY • OFFICE OF UNIVERSITY RELATIONS • HUNTINGTON, WEST VIRGINIA 25755 • Dec. 11, 1997

## Martin Luther King Symposium Jan. 19-21

The community's Fifth Annual Martin Luther King Symposium will feature a candlelight march, memorial service and two prominent speakers Jan. 19-21, according to Dr. Betty J. Cleckley, Marshall University vice president for multicultural affairs and international programs.

"These different cultural events and programs are important components of our Martin Luther King Jr. celebration," Cleckley said. "The symposium is an effort to broaden knowledge and perspectives about the ideals that Dr. King set forth."

A traditional candlelight march and memorial service will take place Monday, Jan. 19 at 5 p.m. from the First Baptist Church, 801 Sixth Ave. "The march is one of a myriad of events planned for the symposium which will give us a chance to remember

Dr. King and his accomplishments," Cleckley said.

Rev. James A. Forbes, Jr., senior minister at The Riverside Church in New York City, will highlight Monday's events with a lecture at 6:30 p.m. at the

16th Street Missionary Baptist Church. Dr. Forbes is the first African American to serve as senior minister in one of the largest multicultural congregations in the nation. He was also recognized by Newsweek magazine as "one of the 12 most effective preachers in the English speaking world" in its March, 1996 issue.

The second of two prominent speakers at the symposium, Dr. Gregory H. Williams is the author of "Life on the Color Line: The True Story of a White Boy Who Discovered He Was Black." Williams, dean and professor of law and political sci-

**"The symposium is an effort to broaden knowledge about the ideals that Dr. King set forth."**

**- Dr. Betty J. Cleckley**

ence at The Ohio State University, will lecture Wednesday, Jan. 21 at 7 p.m. in the Don Morris Room of the MU Memorial Student Center.

"One of the symposium's objectives is to promote understanding and social justice," Cleckley said. "I believe these speakers will help us reach that goal."

Community awareness is another objective of the symposium, according to Cleckley. "In addition to the speakers, we will have a roundtable discussion with MU faculty and community members," she said. "There will also be a theatre production for elementary school-age children."

The theme for the fifth annual symposium is "Replenishing the Dream: Continuing the Legacy Now and Into the Year 2000 and Beyond." It is sponsored by Marshall University, Mayor Jean Dean, City of Huntington, the Cabell County Public Library, the Herald-Dispatch and the Huntington/Cabell County NAACP.

## MU Business Institute offers marketing seminar Dec. 12

"Marketing Tools" is the subject of a business seminar Friday, Dec. 12 from 9 a.m. to 4:30 p.m. at the Robert C. Byrd Institute, 1050 Fourth Ave., according to Larry Kyle, director of Marshall University's Institute for Business Development.

Sponsored by the institute, the seminar is designed to help companies learn how to market their business in a cost effective manner. It will also teach participants how to develop a marketing plan.

Two MU Management and Marketing associate professors, Craig Hollingshead and Deanna Mader, are the featured speakers at the seminar.

Cost of the seminar is \$99 per person. Parking will be available in the Radisson parking garage and tickets will be validated at the Robert C. Byrd Institute.

For more information or to register, contact Annette Blake at 696-6797 or fax 696-4876.

## MU Artists Series offers 'Santa Series'

The Marshall Artists Series is offering its annual "Santa Series," a package of tickets to upcoming events held by the MU Artists Series, according to Angela Grant, marketing director with the series.

"This package is the perfect gift for just about everyone on your list," Grant said. It includes six passes to the upcoming International Film Festival Jan. 30-Feb. 5 at the Cinema Theatre. The six films slated to be shown at the festival include: Crows, Hotel de Love, I am Cuba, Kolya, Maborosi and Microcosmos.

The "Santa Series" also includes tickets to the March 19 performance of Daniel Heifetz and the Classical Band as well as the April 2 performance of The Tamburitians. Both performances will be at the Keith-Albee Theatre.

Cost for the "Santa Series" is \$25 and its deadline is Dec. 12. "This package is terrific for that hard to buy for relative," said Penny Watkins, director of the MU Artists Series.

For more information contact the Artists Series, 696-6656.

## Two vacation days added to calendar

As a result of Gov. Underwood's approval of two additional winter vacation days for state employees, Marshall University has added two vacation days to its calendar.

Marshall University will be closed Tuesday, Dec. 23 and Friday, April 10. Please mark your calendars accordingly.

# MU faculty and staff achievements

NEAL G. ADKINS, associate professor in the Division of Accountancy and Legal Environment, presented a paper entitled "What a Difference an Administration Makes - The Fate of the High Sulfur Coal Miner During the Carter and Bush Administrations" at the 1997-98 Annual Meeting of the Tri-State Academy of Legal Studies in Business Nov. 7-8 in Huron, Ohio. The paper was published in the proceedings of the Academy, Vol. 21.

Dr. WOODROW BERRY, associate professor in the Division of Accountancy and Legal Environment, presented a paper entitled "What a Difference an Administration Makes - The Fate of the High Sulfur Coal Miner During the Carter and Bush Administrations" at the 1997-98 Annual Meeting of the Tri-State Academy of Legal Studies in Business Nov. 7-8 in Huron, Ohio. The paper was published in the proceedings of the Academy, Vol. 21.

Dr. DONNALEE COCKRILLE, dean of Student Affairs, participated in an international exchange Nov. 15-24 with France. She was among a group of educators who met with political, educational and student leaders from five regions of France. The group also visited seven universities and met with the director of higher education for the European Council.

Dr. BARBARA A. DAVIS, professor in

the MU School of Nursing, had a paper entitled "Patient Acuity, Nurse Cultural Acceptance, and Patient Satisfaction with Triage Nursing in the Emergency Department" accepted for presentation at the Sixth Annual Conference of the Association of Australian Rural Nurses, to be held Jan. 31-Feb. 1, 1998 in Launceston, Tasmania, Australia.

Dr. WILLIAM N. DENMAN, professor in the Department of Communication Studies, presented a paper entitled "Restoring the Centrality of Rhetoric and Civic Discourse to Basic Oral and Written Communication Courses" at the Pre-Conference of the American Association for the History of Rhetoric, held in conjunction with the National Communication Association Nov. 19-23 in Chicago.

Dr. CHRISTOPHER DOLMETSCH, professor in the Department of Modern Languages, has contributed a review of Alan Menhennet's "Grimmelshausen the Storyteller: A Study of the 'Simplician' Novels" (Camden House, 1997) to the Nov. issue of Choice (Vol. 35, No. 3, p. 1414).

Dr. ROBERT F. EDMUNDS, associate professor in the Department of Communication Studies and coordinator of Program Assessment and Program Review, participated in a panel discussion entitled "Assessment Results: What Do 'They' Do With Them Anyway?" at the annual meet-

ing of the National Communication Association held Nov. 19-23 in Chicago.

Dr. BERT GROSS, professor and chair of the Department of Communication Studies, attended the annual meeting of the National Communication Association held Nov. 19-23 in Chicago.

Dr. WILLIAM B. RHOTEN, professor and chair of the Department of Anatomy, Cell and Neurobiology in the MU School of Medicine, attended the University of West Virginia State Anatomical Board meeting Nov. 20 in Lewisburg.

TOSHIYUKI KIKUCHI, assistant professor in the Department of Communication Studies, attended the annual meeting of the National Communication Association held Nov. 19-23 in Chicago.

Dr. CHRISTOPHER DOLMETSCH, professor in the Department of Modern Languages, has contributed a review of Alan Menhennet's "Grimmelshausen the Storyteller: A Study of the 'Simplician' Novels" (Camden House, 1997) to the Nov. issue of Choice (Vol. 35, No. 3, p. 1414).

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ing of the National Communication Association held Nov. 19-23 in Chicago.

Dr. WILLIAM B. RHOTEN, professor and chair of the Department of Anatomy, Cell and Neurobiology in the MU School of Medicine, attended the University of West Virginia State Anatomical Board meeting Nov. 20 in Lewisburg. The MU School of Medicine will host the 1998 state meeting.

JIM STEPHENS, associate director of Human Resources, concluded his term as 1997 President of the Kanawha Valley Chapter of the American Society for Training and Development.

## Business ethics seminar Dec. 15

A business ethics seminar will be offered by the Marshall University Institute for Business Development Monday, Dec. 15 from noon to 4 p.m. at the Robert C. Byrd Institute, 1050 Fourth Ave., according to Dr. Larry Kyle, director of the institute's Business Development and Training Division.

"The seminar will help participants learn how to recognize ethical problems and ways to effectively reason through ethical situations," Kyle said.

Dr. Jeffrey L. Powell, assistant professor in the MU Department of Philosophy, will be the featured presenter.

"Representatives from business and corporations of all sizes are encouraged to attend," Kyle said.

Cost of the seminar is \$50 per person. Parking will be available in the Radisson parking garage and tickets will be validated at the Robert C. Byrd Institute.

For more information or to register, contact Annette Blake at 696-6797 or fax 696-4876.

# Staff Council minutes for September

**Marshall University Classified Staff Council Minutes**  
**Thursday September 19, 1997**  
**1:00 p.m. SMC 2E10**

**Members Present:** Nina Barrett, David Blackburn, Jill Chapman, M. Aslam Chaudhry, Judy Damron, Martha Deel, Trish Gallagher, Anita Hill, Verlin Hughes, Jr., Earl Johnson, Chris Kennedy, Rowena Napier, Terry Olson, Martha Pierson, Kelli Mayes, Ted Misner, Terry Olson, Cora Westmoreland, John Winters, Joe Wortham, and Connie Zirkle

**Members Absent:** Beverly Bunch, David Cremeans, Shannon Christian, and Carla Schneider.

**Guests Present:** Delegate Jody G. Smirl and Jim Stevens, Assoc. Director of Human Resources..

The meeting was called to order by President Nina Barrett at 1:02 p.m.

Nina asked if everyone had read the August, 21, 1997 minutes. A motion was made to accept the minutes. The motion was seconded and passed.

**Guest Speaker:** Representative, Susan Hubbard

Jill introduced Delegate Smirl and she discussed the committee process, Amendment 1, and distributed a pamphlet titled: "The West Virginia Legislature presents ... A Bill Becomes Law." She wanted to discuss issues given to her by the legislative committee and asked what a "red line" employee was. It was explained that a "red line" employee was one which had reached the salary maximum on the salary schedule due to over 15 years of service. This is not only highly paid employees, but all employees beginning at the lowest pay grades that have many years of service.

**A lengthy discussion of the increment issue followed.** Ms. Smirl confirmed Susan Hubbard's observations of what had happened last year and why the bill did not get to the floor for a vote. Representative Hubbard did her best with the bill, but the political climate was not correct. Delegate Smirl understood the problem of the increment being denied to Classified Staff and said it was an oversight that needed to be corrected. Ms. Smirl suggested a meeting with herself and other representatives to discuss Marshall University Classified Staff's issues of concern. She also said she would discuss the increment issue with the Governor and the committee chair. Joe made a motion that a letter be drafted (Jill Chapman, Martha Deel and Terri Olson will draft the letter) to send to

Jody with a copy to Senator Scott addressing the major concerns of Staff Council. Jodi said she would discuss these issues with the Governor. The motion was seconded and unanimously passed.

Council thanked Jill Chapman for her hard work and success in bringing state representatives to Council meetings.

Jim Stephens addressed council and stated that he was on call to answer questions for staff council and all staff members. He also said that if we would prepare questions in advance he would research the answers and bring them to the next council meeting. Mr. Stephens also reminded council that the Human Resources Office was always open to suggestions to the Human Resources processes and recommendations for change.

A lengthy discussion was taken regarding questions of the Operations Assessment Committee Draft Memorandum. These questions included:

- Privatization suggestions in the report.
- Termination of non-productive employee - how would "non-productive" be determined?
- Reduction of Staff without representation by Council.
- Performance Appraisals
- Some jobs not being posted and staff are not getting the opportunity to apply for positions. All positions should be posted and internal candidates should be considered.
- Positions shifted to interim or non-classified so that appointments can be made rather than posted.
- Manpower, temporary employees receiving training rather than Marshall employees being trained.
- Timely handling of PIQs.

Connie stated that Council was not out "looking for problems," rather, that we were looking for solutions to problems that already exist and are brought to our attention.

Mr. Stephens said that his opinion of the Assessment Committee was that the committee was charged with addressing a budget cut and how it would be implemented. This cut was mandated by the state and the committee members/vice presidents were very uncomfortable with cutting staff that is already stretched. The memo made recommendations to address the cut budget and they were scrutinizing which staff positions would be affected very carefully.

**Standing Committee Reports**  
**Legislative Affairs**

Jill's committee report consisted of

acquiring Jody Smirl and her presentation.

**Personnel**  
As a note to a personnel committee issue, Nina gave an update on the Tommy Burchell case. A decision has been issued by the Administrative Law Judge, August 29, 1997, regarding the accusation of theft and his dismissal from the University. The grievance was granted at level four and the University was instructed to reinstate Tommy immediately with back pay and interest from June 6, 1996 and any other benefits that he would have been entitled to. All material pertaining to his suspension and dismissal is to be removed from his personnel file. The University has 30 days to appeal this decision, however, he did win the decision.

**Physical Environment**  
Anita Hill, Chair, reported that her committee was still seeking solutions for the pedestrian problem around the campus. She had called several other Universities and they were still looking for solutions also. The committee is also looking at the letter sent to the Mayor and her response. Another letter will be written to ask the City for help with the problem.

The committee also was looking into a humidity problem in the music hall. A proposal was being made to purchase a humidifier/de-humidifier to connect with the existing heating/air-conditioning system.

**Service**  
This committee still does not have a chair. Nina asked again for volunteers to take over this very important committee.

**Staff Development**  
Connie Zirkle, chair, reported that she had an interview with Andrea Copley, Parthenon Reporter, and an article had been published about the needs of the Staff Development committee for more waivers for employees. A meeting will be held next Friday.

**ACCE**  
Last month Nina attended an ACCE retreat at Blackwater Falls. She stated that this was a very productive meeting and she understood the issues of other state education institutions better. She also reported that none of the other agencies were cutting back like we are and that cuts had been made in the past, but none were currently being considered to fully fund the salary schedule. They were concerned that what was happening at Marshall would be experienced by their campuses in the near future.

The meeting was adjourned at 3:15 p.m.

## Funeral held for Michael Josephs

Charlotte Howells of West Lafayette, Ind. has informed the Office of University Relations that funeral services were held June 2 for Dr. Michael B. Josephs, a former physical education professor at MU.

Josephs taught at MU from 1953 to 1969 and was active on campus and in the community, serving on numerous committees and coordinating projects to foster positive activities for youths. Affectionately known as "Doc Joe," he also coached the freshman basketball team that included Hal Greer. He

## Final Fall News Letter next week

later joined the faculty of Shepherd College as chair of the physical education department. Josephs was preceded in death by his wife, Martha Maloney Zelnak Josephs, who died in 1980. He is survived by two sons: David M. Josephs, M.D. of Crownpoint, N.M. and John D. Josephs of Vero Beach, Fla.; a step-daughter, Charlotte Zelnak Howells of West Lafayette, Ind., two grandchildren and two step-grandchildren. Josephs was buried at the Elmwood Cemetery in Shepherdstown.

The MU News Letter is published weekly during the Spring and Fall semesters and bi-weekly during the summer terms. It is distributed on Thursdays.

For more information about the MU News Letter and its items, contact John Winters in the Office of University Relations, 696-2586.

Deadline for the final Marshall University News Letter during the Fall Semester is 10 a.m. Tuesday, Dec. 15. All items for publication in the News Letter should be sent to John Winters in the Office of University Relations. Longer items should be submitted as early as possible to ensure publication.