



**AN INTRODUCTION TO
WVU STAFF COUNCIL**

WHAT WE WILL DO TODAY

- / How Today Will Work
- / Background and History
- / Purpose and Programs
- / Members and Committees
- / WVU Staff Council Elections
- / Get Involved

HOW TODAY WILL WORK

- / Hear from Mike and Peggy
- / Open question-and-answer session

WVU STAFF COUNCIL: BACKGROUND

- / West Virginia University's Staff Council promotes a positive work environment for classified staff employees by effectively advocating for our peers in the University's decision-making process
- / Staff Council represents more than 2,600 employees across 55 West Virginia counties
- / WVU Institute of Technology, WVU Potomac State College and WVU Robert C. Byrd Health Sciences Charleston Division are required to have their own Staff Council organizations, which operate independently of the Morgantown campus

WVU STAFF COUNCIL: HISTORY

- / Staff Council was formed by the West Virginia Legislature in 1970 to provide classified staff a means to convey their concerns on employee-employer relations
- / WVU's Staff Council was one of the first such organizations in the country

WVU STAFF COUNCIL: PURPOSE

/ Staff Council provides an avenue by which all classified staff can share in decision-making processes on issues such as:

- / Employee/employer relations
- / Fringe benefits
- / Job conditions
- / Policies and procedures

/ Staff Council:

- / Functions as a representative body for classified staff employees
- / Participates in policy matters that directly affect classified staff
- / Provides a medium for the exchange of information between employees and WVU
- / Considers methods and means by which employment conditions may be improved and operating efficiency increased
- / Acts in an advisory capacity to the University's president

WVU STAFF COUNCIL: PROGRAMS

/ Through its various programs, Staff Council demonstrates its dedication to the educational needs and endeavors of classified staff and their children. Examples include:

- / Staff Tuition Assistance Program
- / Tuition Scholarship for Children of Classified Staff

/ Staff Council also supports the broader campus community through a variety of programs and services, including:

- / Staff Emeritus status
- / Campus blood drives for the American Red Cross
- / Food, backpack and coat drives for WVU Children's and the United Way
- / Hearts and Hands (employee emergency relief fund)
- / Years of Service Certificate Recognition Program

WVU STAFF COUNCIL: MEMBERS

/ Staff Council membership is diverse and ranges from teachers, building services personnel and researchers to food service workers and more

/ Staff Council consists of up to five representatives from each of the five major occupational sectors as defined by WV state code §18B-6-6:

- / Administrative/Managerial
- / Clerical/Secretarial
- / Paraprofessional
- / Physical Plant/Maintenance
- / Professional/Non-Teaching

/ Officer positions within Staff Council include:

- / Chair
- / Vice chair
- / Secretary/treasurer
- / Parliamentarian
- / Two members-at-large

WVU STAFF COUNCIL: COMMITTEES

- / Staff Council members serve on at least one standing committee.
Committees include:
 - / Executive
 - / Legislative
 - / Welfare
 - / Tuition Assistance
 - / Election
 - / Compensation
- / Committee members are appointed by the chair except for the Executive Committee/Election Committee and typically serve a two-year term

WVU STAFF COUNCIL ELECTION: OVERVIEW

- / During the month of April in each odd-numbered year, state institutions of higher education institute a balloting process to elect Staff Council members:
 - / Five classified employees from each sector are elected
 - / One classified employee is elected to serve as Staff Council chair
 - / One classified employee is elected to serve as the Advisory Council of Classified Employees (ACCE) representative
 - / One classified employee is elected to serve as the staff representative on the Board of Governors (BOG)
- / The term of office for a Staff Council member is two years and begins in July following the election
- / The election of Staff Council officer positions takes place during the first regular meeting in July

WVU STAFF COUNCIL ELECTION: ELIGIBILITY

- / Talent and Culture generates a list of all full- and part-time regular classified staff employed by WVU as of Feb. 1, of each odd-numbered year
- / To be eligible to participate in any part of the election process (e.g., nominations, voting, running for a position, etc.), an individual's name must appear on the list
- / Faculty, non-classified employees, temporary workers and student workers are ineligible to participate in the election process
- / A minimum of two years of service on Staff Council are required for the roles of:
 - / Staff Council chair
 - / ACCE representative
- / Staff Council members, including the chair, are eligible to succeed themselves without term limits
- / The BOG representative may succeed him/herself for three additional terms (not to exceed a total of eight consecutive years)

Note: Employees who work at WVU Institute of Technology, WVU Potomac State College and WVU Robert C. Byrd Health Sciences Charleston Division are ineligible to participate in the WVU Staff Council election process except when voting for the Staff Council BOG representative, who serves all campuses

WVU STAFF COUNCIL ELECTION: NOMINATIONS

- / Nominations may be made Friday, Feb. 15, through Thursday, Feb. 28
- / Eligible classified staff employees may self-nominate or make nominations for:
 - / One person for each of the five occupational sectors of Staff Council
 - / One person for Staff Council chair
 - / One person for Staff Council ACCE representative
 - / One person for Staff Council BOG representative
- / Nominations may be submitted via an online form, email, mail or in person
- / All nomination forms must be received by the election coordinator by 4 p.m. on Thursday, Feb. 28

WVU STAFF COUNCIL: GET INVOLVED

- / Make your voice heard by participating in the WVU Staff Council election process
- / Attend an upcoming monthly Staff Council meeting:
 - / Meetings are held on the third Wednesday of every month
 - / Meeting agendas and minutes are available on the Staff Council website

Note: Be sure to get permission from your supervisor before attending a Staff Council meeting if it occurs during your regular work shift

QUESTIONS?

WVU STAFF COUNCIL: GET INVOLVED

- / Visit staffcouncil.wvu.edu for more information and the latest on the upcoming election
- / Contact Staff Council at staffcouncil@mail.wvu.edu or 304-293-5965 with any questions
- / An archived version of this Campus Conversation will be available at bureaucracybusters.wvu.edu/campus-conversation
- / You may continue to submit questions to campusconversations@mail.wvu.edu
- / Stay tuned for upcoming Campus Conversations