

Glenville State College
Classified Staff Council Minutes
October 17, 2017

I. Call the Meeting to Order

- a. Chair Adams called the meeting to order at 8:35 am.

II. Attendance

- a. Members Present: Rachel Adams, Neal Benson, Jenny Boggs, Dustin Crutchfield, Sheri Goff, Michele Lang, Jim Tatman, Rick Walsh, Mandy Wiant
- b. Members Absent: Adrian Duelley, Chelsea Stickleman, Jodi Walters
- c. Guests: Richard Turner, Jason Gum, Kara Pifer, Joanne Rutherford, Jason Phares

III. Review of Minutes from the Last Staff Council Meeting

- a. Jim Tatman made a motion to approve the minutes from September 19, 2017. Neal Benson 2nd the motion. Motion PASSED

IV. Reports

- a. Human Resources – Krystal Smith not present.
- b. Board of Governors- Dustin Crutchfield
 - i. Dustin reports that the board meets tomorrow, Sept. 20, 2017.
 - ii. Task force was created to establish online 4 yr. degree programs – Criminal Justice and Business are first to be created
 - iii. Admissions is up 13% over last year.
 - iv. Board agenda, minutes, and board book are on the website for review.
- c. Treasurer- Jenny Boggs
 - i. In the Staff Council account there is \$300.91
 - ii. In the Ginny Grottendieck account there is \$885.58 after paying out a \$250.00 scholarship.
- d. ACCE – Sheri Goff
 - i. Presented info from the ACCE meeting on 10/16/2017. Three campuses: West Liberty, New River, and WV School of Osteopathy have all decided to go completely non-classified with their staff.
- e. Professional Development –
 - i. Application deadline – Nov. 27, 2017 – email to be sent out
- f. November meeting to be moved from Nov. 21 to Nov. 28 due to Thanksgiving break.
- g. Committee Meetings
 - i. Parking and Safety – provided info on parking fees to be potentially reduced
 - ii. Facilities – Picture of Ginny Grottendieck approved to be hung in meeting room MCCC 319. Possibly hang American Flag on the wall instead of in a stand.

V. Old Business

- a. Staff Handbook – Chair Adams reminded Dr. Pellett that this is still not completed.
- b. SC Constitution Changes – Draft of changes submitted to officially separate Secretarial and Treasurer position. Jim Tatman made a motion to approve. Rick Walsh 2nd that motion. Ayes had it to be approved, no nays.
- c. Employee Incentives – Discussed – “Good Job” Dollars suggested.
- d. Grottendieck Award Review –
 - i. Decision made to continue to offer the award directly to the student.
 - ii. Due to laws governing financial aid, our Financial Aid office will be notified of the receipt of the scholarship
- e. Fundraising – Kara Pifer volunteered to assist, envelopes were printed

VI. New Business

- a. Professional Development Review – Neal Benson motioned to set deadline for applications of Nov. 27, Mandy Wiant 2nd – motion passed
- b. New Employee Packet
 - i. To include campus map, handbook, Staff Council constitution
- c. Furlough Pay – Discussed – Two other institution’s furlough pay was presented to review before next meeting
- d. Spotlighting the Clock Tower - @\$2100.00 to put 3 external spotlights, test light suggested, clock needs restored before highlighting
- e. Web Page – updated by Dustin Crutchfield

VII. Next Meeting

- a. Next meeting will be Nov. 28, 2017 at 8:30am in MCCC 319.

VIII. Adjourn

- a. Rick Walsh made a motion to adjourn the meeting. Dustin Crutchfield 2nd the motion. Meeting adjourned at approximately 9:48 am.

Respectfully submitted,
Michele Lang, Secretary _____ Date _____

Rachel Adams, Chair _____ Date _____