

Glenville State College
Classified Staff Council Minutes
November 15, 2016

I. Call the Meeting to Order

- a. President Tatman called the meeting to order at 8:33 am

II. Attendance

- a. Members Present: Rick Walsh, Jim Tatman, Jodi Walters, Brittany Frymier, Rachel Adams, Adrian Duelley, Trae Sprague, Mindy Marsh
- b. Other Members: Ann Reed, Sheri Goff, Krystal Smith
- c. Members Absent –Jenny Boggs, Gail Westbrook
- d. Guest- No one was present

III. Review of Minutes from the Last Staff Council Meeting

- a. Brittany Frymier made a motion to approve the October 24, 2016 minutes with minor changes. Mindy Marsh 2nd the motion. Motion PASSED

IV. President's Comments

- a. Want to thank everyone for their efforts and support on Staff Council

V. Reports

- a. Human Resources- Krystal Smith
 - i. Bruce Cottrill will be here to go over the FSLA changes that will include information on time, travel, etc. This will occur at 2pm on November 17, 2016 in the MCCC 315.
 - ii. Oasis changes have been made for the November 26 pay period. Hopefully a smooth transition will take place.
- b. Board of Governors- Ann Reed
 - i. No meeting at this time. A meeting is scheduled for December 7, 2016 to discuss budget and expenditures.
- c. Treasurer- Brittany Frymier

- i. In the Staff Council account there is \$120.91.
- ii. In the Ginny Grottendieck account there is \$ 1015.41.

d. Professional Development-Rachel Adams

- i. No report at this time

e. Ginny Grottendieck- Rachel Adams

- i. No report at this time

f. ACCE – Sheri Goff

- i. There was no meeting in October. The meeting for November will be held at GSC at the WACO center in the Hall of Fame Room at 9am. This is an open meeting. An email will be sent out to invite everyone who will like to attend this meeting.

VI. Old Business

a. Staff Handbook

- i. There are 6 total members on the committee. 2 non classified, 3 classified these numbers exclude Rachel Adams and Sheri Goff is the co-chair.
- ii. Policies and Procedures
 - a. We need to add into the handbook about following the Chain of Command.
- iii. Timeline
 - a. Hopefully this will be done by June and go into effect on July 1st.
- iv. An email should be sent out in regards to who is on the committee

VII. New Business

a. Calender

- i. Why did we not observe Veterans Day?
 - a. This is moved into the Holiday schedule to allow extra time off at Christmas.
 - b. There is not enough recognition for Veterans Day for our students.

VIII. Next Meeting

- a. We will not have a meeting in December. Next meeting will be January 17, 2017 at 8:30am.

IX. Adjourn

- a. Sheri Goff made a motion to adjourn the meeting. Rick Walsh 2nd the motion. Meeting is adjourned at 9:11 am.

The Staff Council Meeting minutes have been approved by President James Tatman.

President's Signature

Date