

Glenville State College
Classified Staff Council Minutes
March 19, 2019

I. Call the Meeting to Order

- a. Chair Adams called the meeting to order at 8:37 am. Chair Adams has requested someone to volunteer to take minutes due to the absence of the Secretary. Jodi Walters volunteered to take the minutes for the March 19, 2019 meeting.

II. Attendance

- a. Members Present: Rick Walsh, Jodi Walters, Joanne Rutherford, Jenny Boggs, Chelsea Stickleman, Jim Tatman, Rachel Adams
- b. Other Members: Dustin Crutchfield, Sheri Goff
- c. Members Absent: Michele Lang, Joyce Riddle, Mandy Wiant
- d. Guest- N/A

III. Review of Minutes from the Last Staff Council Meeting

- a. Jim Tatman made a motion to approve the minutes from February 19, 2019 with corrections made to the ACCE report. Sheri Goff 2nd the motion. Motion PASSED

IV. President's Comments

- a. Next month will be nominations for positions in expiring terms. The only change in the nomination and election process is the adding terms for the Chair position.
- b. There have been no further rift meetings at this time. Next meeting is the March 25, 2019. The Governor has signed the budget bill and in this bill, GSC has received a 1.2 million.

V. Reports

- a. Human Resources- Krystal Smith
 - i. Welcome packet-There was still some pieces that needed to go into the packet. Staff Council is still going to insist that Handbooks be placed in the Welcome packets for new Staff and Faculty. A letter/information sheet should be included into the packet with additional information in regards to classification, Kronos, phone directory, email, etc. Chair Adams will send an email to Krystal Smith in regards to the Staff Council suggestions.

- b. Board of Governors- Dustin Crutchfield
 - i. Have not met at this time since the last Staff Council
 - ii. Email was received for an emergency meeting for March 20, 2019.
 - iii. Chair Adams will give a report at the next BOG meeting. Need to update them on the changes to the constitution, the name change of Classified Staff Council, and the Welcome Packets for new Staff and Faculty members
- c. Treasurer- Jenny Boggs
 - i. In the GSC Staff Council account there is \$485.91.
 - ii. In the Ginny Grottendieck account there is \$ 1055.41.
- d. Professional Development-Jenny Boggs
 - i. Dr. Vega is handling all Professional Development request at this time. Dustin Crutchfield sent in a request and was approved however, it all goes through the Foundation Office.
- e. Ginny Grottendieck- Jenny Boggs
 - i. At this time, no scholarships have been given out this year.
- f. ACCE – Sheri Goff
 - i. March meeting was cancelled due to the not enough for an agenda or quorum. They have just been talking back and forth via the list serve.
- VI. Committee Reports
 - a. Staff Handbook
 - i. Have not met since changes have been sent to everyone by Joyce Riddle. We have not heard back from Krystal Smith on the changes. Chair Adams will speak to Ms. Smith about the Staff Handbook
- VII. Old Business
 - a. Gary Smarr Memorial
 - i. General conscience is to do a bench. We are looking at doing composite due to pricing. OCC Outdoors is the company that Sheri Goff is looking at and it would be between \$400- \$500. It is a 4ft bench that weighs 100 pounds and can be engraved. The bench is \$382.00 alone but would

probably need to get an anchor kit. The first line of engraving is free after that is a fee for each additional lines. Sheri Goff will contact the company to get a price quote and then we will ask the Foundation Office for additional funds. We will also ask other GSC Staff and Faculty if they would like to contribute.

ii. Location

- a. Several discussions have been made for the best location but a decision has not been made yet to place the bench.
 - a. Clark Hall Lawn
 - b. Bell Tower
 - c. Amphitheater

VIII. New Business

- i. There is no new business at this time.

IX. Next Meeting

- a. Next meeting will be April 16, 2019 at 8:30am in MCCC 315.

X. Adjourn

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

Respectfully Submitted,

Jodi Walters for Michele Lang, Secretary

_____ Date _____

Rachel Adams, Chair _____ Date _____