

Glenville State College
General Staff Council Minutes
May 22, 2017

I. Call the Meeting to Order

- a. President Tatman called the meeting to order at 8:34 am.

II. Remarks from Dr. Barr

- a. Appreciate each and every one of us. Dr. Barr stated that we are the backbone of the college. Moving to North Myrtle Beach will be back and forth and plans to stay on top of what is happening on here. A lot of challenges over the past 11 years but we have made great strides especially with budget issues. GSC is poised to grow and provide a great education. Wanted to thank us for all that we do.

III. Attendance

- a. Members Present: Rick Walsh, Jim Tatman, Jodi Walters, Brittany Frymier, Rachel Adams, Adrian Duelley, Jenny Boggs, Sheri Goff
- b. Other Members: Krystal Smith, Ann Reed
- c. Members Absent –N/A
- d. Guest- Dustin Crutchfield, Patty Snyder, Jason Phares, Heather Coleman, Mary Jones, Michelle, Hypes, Amanda Lamb, Jason Gum, Michele Lang, Elbon James, Mark Husk, Joanne Rutherford

IV. President's Comments

- a. None at this time

V. Reports

- a. Human Resources- Krystal Smith
 - i. The HEPC is working to have the new salary structure and salary administration guidelines in place for July 1, 2017. They have distributed drafts of the various documents surrounding the new salary ranges to the Chief Human Resource Officers and ACCE with requests for feedback from both groups. The documents to review were salary schedule, compensation philosophy, salary administration guidelines, managing pay in range matrix, and job classification guidelines. The policy commission hopes to have everything ready to roll out on July 1st.

- ii. Discussion regarding HB 2542: the bill eliminated bumping and recall rights. Eliminated the percentage requirement for non-classified employees. Gives institution greater flexibility with regard to personnel administration. Current college policy will dictate until revisions are put in place. HR will seek to have committees in place for policy and rule revisions.
- b. Board of Governors- Ann Reed
 - i. Tuition rates have not been decided at this time. Raising tuition again is a major concern. We realize that we need to meet the budget gap but our students should not have to bare the extra cost.
 - ii. Budget is not finalized at this time. The budget should be adjusted from last year and a projected budget should be given based on enrollment.
 - iii. June 14, 2017 is the next Board of Governors meeting
- 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. N/A
- e. Ginny Grottendieck- Rachel Adams
 - i. N/A
- f. ACCE – Sheri Goff
 - i. I was only present for the first half of the ACCE meeting on May 18th, as I had financial aid training that afternoon. Trish Clay, Vice Chancellor for Human Resources and Bruce Cottrill, Director of Classification and Compensation were present in the afternoon for updates on HB 2542 and Classification and Compensation updates.
 - ii. Dates for the June planning meeting and the July retreat were discussed.
 - iii. Uses of the list serve emails were discussed and everyone was reminded to use them responsibly.
 - iv. Campus elections **MUST BE DONE ASAP.**
 - v. The ACCE webpage and the list serve are currently being maintained by WVNET. Hopefully, that will remain the case, but WVNET not hosting is a possibility. It will all depend on how HB 2542 is enacted.
 - vi. We were in receipt of several documents from Trish Clay and Bruce Cottrill. The documents from Trish Clay were emailed to ACCE the

evening prior to our meeting. We were asked to provide any comments or concerns about the Salary Administration Guidelines. I forwarded the electronic version of this DRAFT document to Staff Council and ask for any comments to be sent to me by June 1, 2017 to be forwarded to Amy Pitzer, ACCE Chair. If anyone else would like to review it for comments, please contact me.

- vii. We have not yet received the electronic version of the documents that were handed out from Bruce Cottrill and as I was not present, I have not received them in paper form either. I will forward those once we have received them.
- viii. Would like to continue to be the ACCE representative for Glenville State College.

VI. Old Business

- a. N/A

VII. New Business

a. Elections of New Members

i. Members who are leaving are:

- a. Clerical and Secretarial- Mindy Marsh
- b. Executive, Administrative, and Managerial- Gail Westbrook
- c. Service and Maintenance- Jim Tatman
- d. Other Professional Staff- Trae Sprague
- e. Technical and Paraprofessional- Jenny Boggs
- f. ACCE Representative- Sheri Goff

ii. Clerical and Secretarial

- a. Nomination of Michele Lang by Patty Snyder; Michele Lang ended up volunteering for the position

iii. Executive, Administrative, and Managerial

- a. Nomination of Neal Benson by Jason Phares; Jodi Walters 2nd the motion

iv. Service and Maintenance

- a. Nomination of Jim Tatman by Mark Husk; Jim Tatman ended up volunteering for the position

v. Other Professional Staff

- a. Nomination of Heather Coleman by Dustin Crutchfield; 2nd Jodi Walters
- vi. Technical and Paraprofessional
 - a. Nomination of Jenny Boggs by volunteering
- vii. ACCE Representative
 - a. Nomination of Sheri Goff by Jodi Walters; 2nd Adrian Duellely
- viii. BOG
 - a. Jim Tatman by Jodi Walters
 - b. Dustin Crutchfield by Rachel Adams
 - c. Joanne Rutherford by Rachel Adams
- ix. This will be sent via email using Survey Monkeys
- x. Motion to close the nominations by Sheri Goff 2nd by Jenny Boggs

VIII. Adjourn

- a. Meeting is adjourned at 9:21 am.

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

President's Signature

Date