

Glenville State College
Classified Staff Council Minutes

July 19, 2016

- I. Call the Meeting to Order
 - a. President Tatman called the meeting to order at 8:32 am

- II. Attendance
 - a. Members Present: Rick Walsh, Jim Tatman, Jodi Walters, Josh Sponaugle, Brittany Frymier, Mindy Marsh, Ann Reed, Jenny Boggs, and Sheri Skidmore
 - b. Members Absent – Gail Westbrook, Rachel Adams, Adrian Duelley
 - c. Guest- Brent Walters and Richard Turner

- III. Review of Minutes from the Last Staff Council Meeting
 - a. Rick Walsh made a motion to approve the June 21, 2016 minutes. Josh Sponaugle 2nd the motion. Motion PASSED with only a few minor changes.

- IV. President's Comments
 - a. No report at this time

- V. Reports
 - a. Human Resources- Krystal Smith
 - i. No report at this time

 - b. Board of Governors- Ann Reed
 - i. We have not a Board of Governors meeting at this time.

 - ii. Pilot Programs
 1. Only college in the state for HS to use PELL money. We are on the books for approval for FCI Gilmer. This has been approved and called 2nd chance PELL. We are actually going to expand and go to Huttonsville. They are looking at 120-150 inmates that interested. The only drawback is the warden and educational section of FCI Gilmer will no longer do our contract. Another drawback is Inmates will have to fill out FAFSA online they will no longer due paper copies but they are not equipped to do this. FCI Gilmer is questionable at this time but Huttonsville looks promising.

- c. Treasurer- Brittany Frymier
 - i. In the Staff Council account there is \$120.91. A bill for coffee and pastries was 119.80.
 - ii. In the Ginny Grottendieck account there is \$ 1015.41.
- d. Professional Development-Sheri Skidmore
 - i. No report at this time
- e. Ginny Grottendieck- Sheri Skidmore
 - i. No report at this time.
- f. ACCE – Sheri Skidmore
 - 1. Attend the annual retreat for ACCE.
 - 2. Furlough and Layoffs are still in conversation amongst the colleges. New River Technical and Community College is back to Full time enrollment.
 - 3. The legislature could not allow us to shut down. There is no mechanism in place for a college to shut down. Statewide there is nothing in place.
 - 4. The tobacco tax has helped but there is still a lot of work to do in the upcoming legislature. Still need to make next year's budget
 - 5. Faculty are working on a designated tax for Education. Pop Tax 1% take it to 5% and take the 4% to go the K-12 education and Higher Education
 - 6. State needs to rebuild the 20% budget cuts they have given us over the years.
 - 7. Need to have a clear definition and code of a rift, furlough, and FTE.
 - a. The number 1 priority is to come up with these definitions.
 - 8. There should be a seniority list at all times available from HR on each campus
 - 9. Default rates are down in the public sector but up in the private sectors.
 - 10. Six colleges are looking at accreditation issues.
 - 11. The PEIA 12% raise in premiums is still an issue. No one is happy about this.
 - 12. Still issues with Oasis. Only 4 institutions are not in Oasis. We can set our own salary schedule as long as it makes the state minimums. They were paying employees below the minimum for over a year.

13. December 1st the exempt and non-exempt thresholds change. This is in regards to overtime and punching in. They have not announced who these individuals will be.

14. We are overdue with ACCE being on campus. We are schedule for them to come on November 17, 2016.

ii. ACCE Website

1. The website is being updated at this time.

iii. Next Meeting

1. The next ACCE meeting is November 19, 2016

2. HEPC is at Glenville State College on November 18, 2016

3.

VI. Old Business

a. Fundraisers

i. The idea of a white elephant auction was mentioned.

1. Also doing tournaments such a horse shoes or corn hole

2. Purse sale of gently used or new purses

3. Asking Foundations to match whatever Staff Council makes in their fundraising endeavors

4. Possibility of doing a payroll deduction for those who wish to give to Classified Staff Council. Would need to talk to Denny Pounds about this option.

ii. Kickball

1. Talked to Trey Sprague about doing an Intramurals Kickball against the staff and faculty. This could be done during Homecoming week October 20, 2016

b. Bank

i. We currently have a checking account at Calhoun Bank. They need to have the minutes of those who will be authorized signer for the account. There was nothing mentioned about how to remove someone from the account. Currently Ann Reed and Sheri Skidmore serve as the authorized signers. Rick Walsh made a motion to have Brittany Frymier as the Treasurer and Jodi Walters as the designated authorized signers for the account. Jenny Boggs 2nd the motion. Motion Passed.

VII. New Business

a. Ann sent out an email about the additions to the GSC 23 Policy and Series 5 HEPC. All comments need to be into her ASAP. Election of New Officers

b. Voice Mail

i. An email was sent to Ann Reed about the voice mails not being removed or taken care of. There are time when you go to leave a message and their

box is full. This is a concern for those who leave messages from off campus.

1. The individual who have a full voice mailbox can still get their messages via their email.

c. Moral on Campus

- i. We need to find ways to keep moral up on campus. What ways can we stay connected to our colleagues.

1. We can create a Hallmark Committee to send out encouraging cards
2. Send out congratulation announcement when something good happens to the employee
3. Send out Thinking of you notes when someone needs picked up or something bad has happened to the individual.

VIII. Next Meeting

- a. The next meeting will be August 20, 2016 at 8:30am.

IX. Adjourn

- a. Josh Sponaugle made a motion to adjourn the meeting. Rick Walsh 2nd the motion. Meeting is adjourned at 9:44 am.

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

President's Signature

Date