

Glenville State College

Staff Council Minutes

December 16, 2019

- I. Call the Meeting to Order
  - a. Chair, Chelsea Stickelman, called the meeting to order at 8:38 am.
- II. Attendance
  - a. Members Present: Chelsea Stickelman, Bridget Carr, Ashley Nicholas, Conner Ferguson, Dustin Crutchfield, Mandy Wiant and Jason Gum
  - b. Other Members: Tegan McEntire
  - c. Members Absent: Michele Lang
- III. Review of Minutes from the Last Meeting
  - a. Mandy Wiant was missing from the Members Absent list on the minutes from the 11/19/19 meeting. Conner Ferguson made the motion to accept the minutes with the change, and Cheyenne Carr seconded. Motion passed.
- IV. Chair's Comments
  - a. The chair had no comments.
- V. Committee Reports
  - a. Human Resources – Tegan McEntire
    - i. The Governor gave state workers ½ day off on Christmas Eve. This means GSC employees do not work Christmas Eve, but are still supposed to work a half day on New Year's Eve unless the Governor gives the rest of that day off as well.
    - ii. No update on trainings for Staff Performance Reviews
    - iii. The threshold for exempt and non-exempt employees that receive overtime was changed by the FLSA to \$35, 568. Some employees will now have to “clock-in and out” in Kronos and will be paid hourly instead of salary.
  - b. Board of Governors – Jason Gum
    - i. Jason and part of the Board attended a Summit recently. Textbooks were an issue nationwide. 50-60% of students are not buying textbooks. Data-driven decision making was another concern.
    - ii. The Board is not given sufficient financial reports and information
    - iii. The audit had no major concerns, except that internal operations need work

- iv. There will be meetings in January and February to decide on a budget for the second half of the year, because of the state budget cuts
- v. A report for the RBA degree was sent to HEPC for approval
- vi. The approval for academic awards agenda item was moved to February
- vii. Admissions will be taking over promoting the Hidden Promise program, from the ASC. Hidden Promise is no longer government funded.

c. Professional Development

- i. There is \$20,000 left in the Professional Development account. Four applications have been approved, one is pending final grades.
- ii. Bridget Carr submitted a Professional Development application during the meeting and submitted final grades. Jason Gum made a motion to approve Bridget's application, Conner Ferguson seconded. Motion passed.
- iii. The new total after Bridget's application is \$19,000. Chelsea said that budget would probably be cut for the second half of the year, due to state budget cuts.

d. Ginny Grottendieck

- i. Total is \$1,245.41
- ii. Staff council account in Foundations is \$580.91

e. ACCE – Michele Lang

- i. Michele was not present, and will give an update at the next meeting.

VI. Old Business

a. Non-Smoking Policy Update

- i. There will be restricted smoking areas, and this will be in effect January 2020

b. Openings on Council

- i. Still have two openings for Service & Maintenance representatives. Conner nominated Selena Montalvo and Jason seconded. Chelsea will send an invitation email to Selena.
- ii. Tim Underwood is still interested in being a part of Staff Council, he could fill one of the two Member-at-Large positions. Dustin is no longer a Member-at-Large.
- iii. Council still needs a Treasurer

VII. New Business

a. BOG Staff Council Updates

- i. Chelsea wants more updates from staff as to what is going on across campus, to update the Board of Governors.

- ii. The council agreed to send out a campus-wide email to let staff know how staff council works and invite them to a breakfast social meeting.
- iii. Cheyenne asked if Athletics staff could be a part of council. New positions would have to be created if they were added, Council will ask Michelle if there are ACCE guidelines about this.

b. Employee of the Year Awards

- i. Council needs to make sure that the Employee of the Year award is given at the time award is given, instead of months later.
- ii. Awards need to be consistent every year.
- iii. Need to do awards for EEO categories, find out who was awarded last year.

c. Other

- i. Remind any students still on campus to visit food pantry to take the rest of the items.

VIII. Next Meeting

- a. No meeting in January. The next meeting will be February 18, 2020 8:30-10:00am – MCCC 319

IX. Adjourn

- a. Conner made motion to adjourn, Mandy Wiant seconded. Motion passed. Meeting was adjourned at 9:42.

Respectfully submitted,

Ashley Nicholas, Secretary

Date \_\_\_\_\_

Chelsea Stickelman, Chair

Date \_\_\_\_\_