

Glenville State College

Staff Council Minutes

February 17, 2021

TEAMS MEETING/REPRESENTATIVES IN-PERSON

- I. Call the Meeting to Order
  - a. Chair, Chelsea Stickelman, called the meeting to order at 8:34 am.
  
- II. Attendance
  - a. Members Present: Chelsea Stickelman, Jason Gum, Ashley Nicholas, Cheyenne Singleton, Mandy Wiant, Eric Marks, Cody Moore, Dustin Crutchfield, Bridget Carr, Michele Lang, Jim Tatman and Casey Moore
  - b. Members Absent: None
  - c. Other Attendance, via Teams: Rachel Adams, Hannah Rexroad, Katie Morris, Tegan McEntire, Jenny Boggs, Kathy Gilbert, Jeremy Carter, Trae Sprague, Tisha Underwood, Alecia Martin, Jason Phares and Robert Woods
  
- III. Review of Minutes from Last Meeting
  - a. The January minutes were not uploaded for review. The minutes for January will be reviewed in March.
  - b. On the December 2020 minutes, there were two corrections:
    - a. On item IV under BOG report: “needs” needed changed to “fees”
    - b. On the ACCE report, the legislative session was moved to February, not January
  - c. Dustin motioned to approve the minutes for December, with corrections made. Jason seconded. Motion approved.
  
- IV. Chair Comments
  - a. Chair had no comments.
  
- V. Committee Reports
  - a. Human Resources – Tegan McEntire
    - i. HR is still doing covid testing. Students will be tested with PCR tests, Faculty/Staff will be tested with the antigen test.
    - ii. Jason asked about HEPC guidelines for testing. They require PCR tests for students only.

- iii. Faculty & Staff will receive emails from Academic Affairs about random testing. If a faculty or staff member want both tests, or to be tested at another time, let HR know.

b. Board of Governor's – Jason Gum

- i. The monthly BOG meeting should have been today, but was moved to next week.
- ii. At the next meeting, the Board will be recognizing Eric Squires, Alecia Martin, Tim Marks and Glenville's mayor.
- iii. The Board will also talk with Johnathan Minton
- iv. Dave Hutchison will give an update on the Day of Giving, and representatives from Faculty Senate, Staff Council and SGA will speak as well
- v. The Board will also discuss a policy revision, the President's Inauguration and Homecoming activities (which will be the week of April 5), the Enrollment/Retention Plan and Strategic Plan
- vi. Some BOG members will need to be replaced due to term limits, and this will be discussed
- vii. The Board will also review the academic hours and discuss reducing Faculty Loads from 15 to 12 credits per semester. Jason proposed another formula for overload (not counting hours) and will bring this up to the Board meeting
- viii. The Accreditation process will also be discussed

c. Treasurer's Report – Mandy Wiant

- i. Mandy did not have the amounts for this meeting, but will give update at the next meeting
- ii. Chelsea said the Professional Development amount is the same as last month

d. ACCE – Michele Lang

- i. Ashley sent an email for Michele about the legislative session for Michele. Michele also asked to have access to email Staff for ACCE updates.
- ii. It is harder for ACCE representatives to get to Capital for legislative session due to covid and restrictions.
- iii. Michele can send questions or concerns from staff, and will provide GSC Staff more information as she receives it.

e. CLC Committee – Chelsea Stickelman

- i. The CLC Committee has not met. Faculty Senate will be sending something through CLC Committee, and Jason will be also, so there will be a meeting scheduled soon.

f. Assessment Committee – Jason Gum

- i. The Assessment Committee is working to finalize last year's reports and discussing this year's report.

g. Cabinet – Chelsea Stickelman

- i. The Cabinet met yesterday and went over the covid plan. Numbers should go down, and students are being released from quarantine today. The Cabinet feels confident in how things were handled, and that the spread was stopped.
- ii. Chelsea reiterated the differences between Isolation and Quarantine:
  - 1. Isolation – students who are positive
  - 2. Quarantine – students who are found through contact tracing
- iii. The Cabinet also encouraged everyone to donate to Day of Giving
- iv. Bert is going to meet with each department/office to go over budgets
- v. Jason said that John Beckvold's budget is outlined in BOG packet. That budget is off by quite a bit. Faculty Senate asked about discrepancies in utilities and student payroll.
- vi. Academic Affairs Update – Dr. Manchin and Dr. Morris are meeting with Marshall Univ. to discuss a Pharmacy program that will transfer in to Marshall's program, and a nursing program. With the Pharmacy program we would claim the student as a graduate after their 4<sup>th</sup> year (which would be at Marshall).

VI. Old Business

a. Constitution Changes

- i. Michele had someone express their concern about moving all elections to every two years. The Council agreed that they want to keep this change, to follow other State Council groups across the state.
- ii. Jason motioned to approve the Constitution changes, Bridget seconded. Motion passed.
- iii. Chelsea will give the updated Constitution to the CLC Committee during their next meeting, and then it will go to the President.

VII. New Business

a. Meet & Confer

- i. SGA, Staff Council and Faculty Senate are all in agreement about not meeting monthly for Meet & Confer. The BOG policy will be amended if necessary. A meeting is planned for tomorrow.
- ii. Eric said all three groups would not oppose doing away with Meet & Confer meetings due to presence in Cabinet meetings.
- iii. Michele mentioned that if more information was presented during Meet & Confers, it would be worth meeting every month. This Administration does not want to do that, but wants time for students, faculty and staff to ask questions.
- iv. Cody brought up that staff were not notified about weather conditions/inclement weather like faculty and students were. Chelsea will bring this up at the next Cabinet meeting.
  1. Michele asked what had been updated on the Inclement Weather Policy, and why the President had to approve working from home. Dustin said that Teresa informed him the Policy would be updated again.

VIII. Other

- a. Bridget recommended getting note cards to give to staff to help morale. She requested \$7.25 from the Staff Council account for the note cards, Cody seconded. Motion passed.
- b. Dustin received a phone call from Eric Squires (County Emergency Management), where he requested GSC to send out a notification to faculty, staff and students to pre-register for the covid vaccine. Anyone over the age of 16 is eligible.
- c. MEC Update – Bridget gave an update on game attendance.
  - i. No spectators for indoor or outdoor games until March 10. There will be a limited number allowed for basketball championship games.

IX. Adjourn

- a. Bridget motioned to adjourn, Cody seconded. Motion passed.
- b. Meeting was adjourned at 9:42 am.

Respectfully submitted,

Ashley Nicholas, Secretary

Date March 4, 2021