

Glenville State College

Staff Council Minutes

August 17, 2021

IN-PERSON/TEAMS

- I. Call the Meeting to Order
  - a. Chair, Eric Marks, called the meeting to order at 8:35 am
  
- II. Attendance
  - a. Members Present: Eric Marks, Bridget Carr, Hannah Rexroad, Chelsea Stickelman, Ashley Nicholas, Cheyenne Singleton, Michele Lang, Dustin Crutchfield, Sherry Jenkins, Cody Moore
  - b. Members Absent: Casey Smola and Jim Tatman
  - c. Other Attendance: Jenny Boggs, Jamie Paulhamus, Josh Chambers, Jeremy Carter, Mary Busch
  
- III. Review of Minutes from Last Meeting
  - a. Correction to July minutes: The pay raise that Dr. Manchin discussed is going to be 2.5% instead of 2%, as listed in the minutes.
  - b. Bridget motioned to approve the minutes, with the amendment. Dustin seconded. Minutes approved.
  
- IV. Committee Reports
  - a. Human Resources – no update
  - b. Treasurer – Sherry Jenkins
    - i. Ginny Grottendieck: \$1585.41
    - ii. Staff Council: \$555.91
  - c. BOG – Cody Moore
    - i. The BOG retreat starts today. Their agenda is more reports, than action items. BOG by-laws is the only action item on the agenda.
    - ii. Cody is on the Board Governance committee.
    - iii. Cody will have an update from the retreat for next month's meeting

d. ACCE – Michele Lang

- i. Michele attended the ACCE retreat in July, which was their first in-person meeting since March 2020
- ii. GSC is up to host an ACCE meeting on our campus, on November 15<sup>th</sup>, anyone on campus is welcome to attend. Local legislators will also be invited

e. Chair/Cabinet – Eric Marks

- i. There is no update from Cabinet
- ii. Eric thanked everyone that helped plan, and those that attended Staff Training Week

f. College Leadership Council – Chelsea Stickelman

- i. CLC has not met

g. Assessment Committee

- i. The Assessment Committee has an upcoming meeting, has not met since last Staff Council meeting

V. Old Business

a. Staff Tshirts

- a. Dustin did a mock-up of a design, and created a form to send to all staff for orders
- b. Will discuss further at next meeting
- c. Chelsea asked if the HR budget could include additional funds for tshirts for new faculty and staff. Admissions has went through a lot of their stock of tshirts trying to supply employees

b. Staff Training Week

- a. Need to make plan for when training week will be held next year, earlier in the summer
- b. There was good attendance
- c. Staff development and athletic-related topics need to be added as items for next year

- c. Years of Service Recognition
  - a. Dr. Manchin is in support of this
  - b. Need to find a time that works for both faculty and staff, possibly December
  - c. Eric is working with Teresa on this
- d. Pay Increases for Furthering Education
  - a. Eric is working with Dr. Clements on this, and Dr. Clements has sent the information to Dr. Manchin

VI. New Business

- a. Staff Development Request
  - i. Jeremy Carter submitted a request for Staff Development for classes at WVU
  - ii. Bridget motioned to approve the request for \$1000, Cody seconded. Request approved.
  - iii. Eric is concerned that staff have to pay for their professional development activities before being reimbursed. Faculty don't have to pay up front like staff do. Most staff can't afford to attend conferences and activities for professional development.

VII. Adjourn

- a. Chelsea motioned to adjourn the meeting, Hannah seconded.
- b. Meeting adjourned at 9:21 am

Respectfully submitted,

Ashley Nicholas, Secretary

Date August 20, 2021