

Glenville State College

Staff Council Minutes

October 19, 2021

IN-PERSON/TEAMS

- I. Call the Meeting to Order
  - a. Chair, Eric Marks, called the meeting to order at 8:33 am
  
- II. Attendance
  - a. Members Present: Dustin Crutchfield, Bridget Carr, Chelsea Stickelman, Cody Moore, Michele Lang, Eric Marks, Ashley Nicholas, Casey Smola, Hannah Rexroad,
  - b. Members Absent: Cheyenne Singleton
  - c. Other Attendance: Jamie Paulhamus, Trae Sprague, Rachel Clutter, Jeremy Carter, Rita Helmick, Jason Phares, Kathy Gilbert, Kristen Cosner, Olivea Norris, Jenny Boggs, Robin Meadows, Samantha Conrad, Tisha Underwood, Charles Yukabow, Joyce Riddle, Katie Morris, Susan Petties, Tim Underwood
  
- III. Review of Minutes from Last Meeting
  - a. Cody motioned to approve the September minutes, Hannah seconded. Minutes were approved.
  
- IV. Committee Reports
  - a. Human Resources – Tegan McEntire
    - a. No update at this time
  
  - b. Treasurer
    - a. No update at this time
  
  - c. BOG – Cody Moore
    - a. There is a BOG meeting tomorrow
    - b. The Overload Policy will be approved
    - c. 2021 budget looks positive
    - d. Additions to the Nursing program will be approved

- e. Dr. Manchin will discuss the change to University status
  - d. ACCE – Michele Lang
    - a. Has not met since the last Staff Council meeting
    - b. Foundations will cover food for the November meeting that will be held on campus
  - e. Chair/Cabinet – Eric Marks
    - a. The Cabinet has moved to having bi-weekly meetings, instead of weekly meetings
    - b. When students leave for Thanksgiving break, campus will remain open. Students can still stay in the dorms
    - c. Graduation will still take place in December as scheduled
    - d. Starbucks: The contract is being finalized, hopes to have it finished by the spring semester
    - e. Still worked on the agreement with Marshall
  - f. College Leadership Council – Chelsea Stickelman
    - a. CLC has not met
  - g. Assessment Committee – Hannah Rexroad
    - a. The Assessment Committee has voted on bylaws, and will start reviewing assessments next week
- V. Old Business
  - a. Staff Tshirts
    - a. There is a tshirt shortage, so it may take a while for the order to be fulfilled
    - b. Shirts will be \$9 each, and go up in price for 2x-4x. Must order at least 80 shirts (This quote is from Sports Connection)
    - c. Shirts will be royal blue with white screen print
  - b. Years of Service Recognition
    - a. There was no new discussion on this topic
  - c. Halloween Door Contest
    - a. An email went out campus wide
    - b. Bridget attended Faculty Senate and invited faculty to participate

- c. Hannah and Katie are working on prize baskets, and La Fogata gift card
- d. Finalizing Meeting Schedule
  - a. Eric will send a list of meeting dates to the representatives to approve, and then send out calendar invites to staff for the meetings

VI. New Business

- a. Replacement of Representatives Nominations
  - i. There are vacancies on Staff Council for the Service & Maintenance and Technical & Paraprofessional groups
  - ii. Eric will notify these groups of the vacancies
  - iii. Voting will be on November 2<sup>nd</sup>
  - iv. There will be a meeting for representatives to accept nominations on the morning of November 2<sup>nd</sup>
- b. Other
  - i. Chelsea asked if Eric could ask in Cabinet if more gift cards will be given (by Rita & Dr. Manchin). Staff have been sending in nominations to Rita
  - ii. Advanced Degree Raises: a Committee has been formed to review and award
  - iii. Meet & Confer: Staff have not been notified of the Meet & Confer taking place later this week
  - iv. Faculty are supposed to be on campus during the two weeks after Thanksgiving, and have office hours
    - 1. Who will students contact about issues that arise during these two weeks? Eric will bring this up in Cabinet

VII. Adjourn

- a. Michele motioned to adjourn the meeting, Hannah seconded.
- b. Meeting adjourned at 9:08 am

Respectfully submitted,

Ashley Nicholas, Secretary

Date October 24, 2021