

Glenville State College

Staff Council Minutes

March 15, 2022

IN-PERSON/TEAMS

I. Call the Meeting to Order

- a. Chair, Eric Marks, called the meeting to order at 8:40 am

II. Attendance

- a. Members Present: Cheyenne Singleton, Casey Smola, Michele Lang, Dustin Crutchfield, Eric Marks, Bridget Carr, Cody Moore, Chelsea Stickelman, Ashley Nicholas
- b. Members Absent: Hannah Rexroad
- c. Other Attendance: Samantha Conrad, Jamie Paulhamus, Jenny Boggs, Lori Ratcliff, Heather Moyers, Kristen Cosner, Tisha Underwood, Jeremy Carter, Adrian Duellely, Kathy Gilbert, Sheri Goff, Olivea Norris, Brittany Benson, Rachel Adams

III. Review of Minutes from Last Meeting

- a. Michele requested that "other employees" be added to the line under ACCE about the WVU letter. Cody motioned to approve the February minutes with correction, Bridget seconded. Minutes approved.

IV. Committee Reports

- a. Human Resources – Tegan McEntire
 - a. Leave balances are updated. Employees can accrue unlimited sick leave, but annual leave is maxed out at 360.
 - b. Anita Parsons is out on catastrophic leave. If you would like to donate sick leave to her, let Tegan know.
- b. Treasurer
 - a. No update at this time
- c. BOG – Cody Moore
 - a. Cody will provide a report after the meeting that covers all updates (attached to minutes)

- b. There is a projected \$600,000 loss for next year. The University is looking into other funds/revenue
 - c. The Tuition and Fee raises were approved
 - d. Dr. Manchin received a 3-year contract extension and salary raise
 - i. Cody expressed concern from staff that staff pay is not updated
- d. ACCE – Michele Lang
 - a. The Pierpont/Fairmont bill has been revised. There is an issue over the aeronautics program
 - b. Shepherd is raising tuition 6%
 - c. Pay scale adjustments should have been done at end of fiscal year, but it is looking more like the end of 2022. The adjustments are based on a 5-year market study
 - i. Pay codes/titles are off
 - d. Bridge Valley is working on/improving their nursing program
 - e. ACCE is also working on a staff survey that will be sent to all staff across the state
- e. Chair/Cabinet – Eric Marks
 - a. Part of bill legislation was passed today for 5% raise for state employees
 - b. The Cabinet is discussing budget/tuition increases
 - c. As of the last Cabinet meeting, there are 79 applicants for the Nursing program
 - d. GSU received a \$1.7M grant for the Nursing program
 - e. GSU will be partnering with the WV Osteopathic School
 - f. SGA & Faculty Senate sent out a survey about the mask mandate, Eric will also be sending a survey to Staff
 - g. Business & Finance will be sending out monthly expenditure reports soon, and will also be billing departments for postage, printing, etc.
 - h. Dr. Morris is looking for Peer Reviewers for HLC, and hopes to have the HLC report ready to review by April
- f. College Leadership Council – Eric Marks
 - a. The Shared Governance chart is being updated
 - b. Also went over CLC bylaws, Academic Appeals bylaws, and Class Attendance Policy
- g. Assessment Committee – Hannah Rexroad
 - a. No update at this time

V. Old Business

a. Staff Tshirts

a. This was tabled due to supply/cost

b. Years of Service Recognition

a. The President's Office is looking for a time for this event

c. Letter to Governor about Higher Education and Pay Raises

a. The letter has not been sent, waiting for review

b. Council doesn't know how effective it would be to send at this point

VI. New Business

a. Replacement Representatives

i. Eric will work on elections

b. Staff Handbook

i. The Handbook needs to be updated to reflect University

c. Staff of the Year Award

i. Bridget motioned for a sub-committee to be created to select the Staff of the Year Award recipient, Cody seconded. Motion passed.

d. Staff Accomplishments for an Update to the Board of Governor's

i. The President's Office is looking for Staff Accomplishments for BOG. Send any updates to Jamie Pennington or Cody Moore

e. Staff Development Applications

i. Tegan McEntire completed courses towards a Master's degree. Bridget motioned to approve application for \$1,000, Cody seconded. Application was approved.

- ii. Jeremy Carter completed a research project for his MUSC 797 class. Bridget motioned to approve application for \$641.11, Michele seconded. Application was approved.
- f. Ginny Grottendieck
 - i. The scholarship was last awarded in spring 2020 for \$250
 - ii. Eric will work on sending out information about the scholarship

VII. Adjourn

- a. Bridget motioned to adjourn the meeting, Cody seconded.
- b. Meeting adjourned at 10:06 am

Respectfully submitted,

Ashley Nicholas, Secretary

Date April 8, 2022