

Glenville State College

Staff Council Minutes

April 19, 2022

IN-PERSON/TEAMS

I. Call the Meeting to Order

- a. Chair, Eric Marks, called the meeting to order at 8:36 am

II. Attendance

- a. Members Present: Chelsea Stickelman, Dustin Crutchfield, Michele Lang, Cody Moore, Eric Marks, Bridget Carr, Cheyenne Singleton, Ashley Nicholas
- b. Members Absent: Hannah Rexroad, Casey Smola
- c. Other Attendance: Brittany Benson, Lori Ratcliff, Tisha Underwood, Stephany Amos, Charles Yakubow, Dale Cochran, Heather Moyers, Jenny Boggs, Samantha Conrad, Tegan McEntire, Michelle Hypes, Rachel Clutter, Sheri Goff, Bill Tate, Olivea Norris

III. Review of Minutes from Last Meeting

- a. Michele had one addition to the March minutes: Under the ACCE section, the pay scale adjustment is based on a 5-year market study.
- b. Bridget motioned to approve the minutes, including the change. Cody seconded. Minutes approved.

IV. Committee Reports

- a. Human Resources – Tegan McEntire
 - a. If you didn't receive your new name tag, let HR know
- b. Treasurer
 - a. No report for the Ginny Grottendieck fund. Eric is working on finding discrepancies in the Professional Development account.
- c. BOG – Cody Moore
 - a. No update at this time. Will have update for next meeting.

- d. ACCE – Michele Lang
 - a. No update at this time. Will have update for next meeting.
 - e. Chair/Cabinet – Eric Marks
 - a. Starbucks will have soft open in May
 - b. Heather Grogg is a new hire in the Business & Finance office
 - c. The mask mandate has been lifted
 - d. Working on Business & Criminal Justice graduate programs
 - e. HLC Trainings – Staff are encouraged to attend one session of each topic. These are in preparation of the HLC visit in September.
 - f. College Leadership Council – Eric Marks
 - a. University Leadership Council is working on 4-year academic calendars and reviewing committee bylaws updates
 - g. Assessment Committee – Hannah Rexroad
 - a. No update at this time.
 - h. Facilities/Threat Assessment Committee
 - a. Clark Hall is being updated for the Education Department to move there
 - b. Installing camera systems in Pickens Hall
 - c. Installed cameras in the Esports Center
 - d. Dining Hall renovation is still in progress
 - e. The Committee is working on Threat Assessment report
 - f. Eric has been attending the meetings, but Staff Council will need to appoint a Staff member to attend regularly
 - i. Co-Curricular Assessment Committee
 - a. A representative from each co-curricular unit should be on the committee
- V. Old Business
- a. Staff Tshirts
 - a. No update at this time

- b. Years of Service Recognition
 - a. There will be a faculty/staff luncheon on May 9. The Staff of the Year award will be presented during the luncheon
- c. Staff Accomplishments for an update to the Board of Governors
 - a. Send any updates to Jamie Pennington

VI. New Business

- a. Replacement Representatives
 - i. Eric is still working on nomination forms
- b. Staff Handbook
 - i. Bridget & Dustin will work on update. Cheyenne has a copy of the handbook with College updated to University.
- c. Meet & Confer Schedule
 - i. What is the opinion of monthly meetings?
 - ii. Quarterly meetings would be sufficient; attendance lacks in monthly meetings
- d. Shared Governance Chart
 - i. There was a question as to the committees listed under Staff Council: do those committees report to Staff Council?
 - ii. Do Staff need to sit on other committees?
 - iii. Bridget & Cody asked about the committees listed under SGA and why they were listed. Eric will ask about this during the next ULC meeting.
- e. Other
 - i. Bridget has heard from Staff about confidential/anonymous topics, but there isn't anywhere to submit questions, concerns, etc.
 1. Who would review comments?
 2. Staff Council could create an anonymous electronic form
 3. Eric will bring this up to the Cabinet

VII. Adjourn

- a. Bridget motioned to adjourn the meeting, Cody seconded.
- b. Meeting adjourned at 9:36 a.m.

Respectfully submitted,

Ashley Nicholas, Secretary

Date May 2, 2022