

Glenville State University
Staff Council Minutes
May 20th , 2025
IN-PERSON/TEAMS

I. Call the Meeting to Order

- i. Chair, Eric Marks, called the meeting to order at 8:35 am

II. Attendance

- i. Members Present: Eric Marks, Robin Meadows, Jenny Boggs, Jason Phares, Leslie Mason, Adrian Duelley,
- ii. Members Absent: Casey Smola, Chris Carver, Jim Chapman, Cody Moore, Ashley Nicholas
- iii. Other Attendance: Peggy Runyon, Carrie McKeown, Bri Hetrick, Tiffany Campbell, Sadie Murphy, Emily Turner, Lora Stump, Jodie Fisher, Sheri Goff, Jessica Burton, Marcus Spinks, Stephany Amos, Tegan McEntire, Kendra Pullen, Roberta Radcliff-Carney, Lori Ratcliff, Samantha Conrad, Pamela Brown, Thomas Ratliff, Lisa Eagle, Ken Cizek

III. Review of Minutes from the Last Meeting

- i. Jenny Boggs motioned to approve the minutes Adrian Duelley second. All were in favor, none were opposed, none abstained. Motion passed.

IV. Reports

- i. Campus Project Updates – Tom Ratliff
 - a. Tommy encouraged people to ask him questions. The amphitheater projected was originally scheduled to be completed in December is now scheduled to be completed July 5th.
 - b. Bids open next week on the railings and lighting.
 - c. The Science Hall, library, and LBH will be getting new roofs. Contracts should be done soon and work will start in mid-July.
 - d. AC is currently being replaced in Molloy and the Library's is also expected to be replaced this summer.
 - e. The demolition for the Morris Health and Wellness facility should be completed this weekend.
 - f. Bids for the LBH demo will open next week. No one should lose occupancy during the demo.
 - g. 11 rooms in Pickens will be remodeled this summer.
 - h. Goodwin Hall and PV are currently being cleaned.

- i. The old Conrad will again be used to the Folk Festival.
 - j. The new locks are almost 100% installed in Goodwin
 - k. August 19th is the grand opening for the amphitheater and the Clark Hall lighting project.
 - l. The AB building is getting new paint and flooring in areas.
 - m. The Print Shop should be moving in the next two weeks.
- ii. Human Resources – Tegan McEntire
 - a. Friday is a ½ day off. Employees should clock out at 11:45am. Your total work day should total 7.5 hours. Tegan put a copy of the holiday schedule in chat.
- iii. Treasurer – Jason Phares
 - a. \$6,895.54 has been spent out of Professional Development
 - b. \$3,140.41 is remaining in Ginny Grottendieck
 - c. \$505.91 is remaining in Staff Council
 - d. \$767.23 has been spent out of ACCE
- iv. Board of Governors – Leslie Mason
 - a. Leslie shared the notes from the faculty BOG rep, Maureen Gildein. She also wanted to point out that the wage compression study was to include staff. She also noted that Dr. Evans and Dr. Clements were meeting daily to discuss the direction of the nursing program. She also told staff that Dr. Manchin’s raise was externally funded, meaning it would not come from GSU’s budget.
- v. ACCE – Jenny Boggs
 - a. ACCE met yesterday at WVNet. Anita Davis welcome everyone and gave a history of WVNet. She said that they created a webpage to update everyone when there was an outage. The site is status.wvnet.edu.
 - b. Everyone needs to look at their bylaws and double check them, they suggest we copy the language from the failed bill.
 - c. The next ACCE meeting is on June 16th. An open session for staff council members has been suggested for the July retreat. More information we be emailed if this is scheduled.
- vi. Chair/Cabinet – Eric Marks
 - a. Eric submitted a written report which is attached to the minutes.

V. Committee Reports

- i. Facilities and Threat Assessment – Eric Marks
 - a. Eric reported that at the last meeting they continued to focus on the deferred maintenance projects.
- ii. Co-Curricular Assessment – Kendra Pullen
 - a. Rough drafts are due on the 27th and the final assessment is due by June 6th. In the process of finalizing and reviewing.

- iii. ULC – Eric Marks
 - a. Eric submitted a written report. Please see attached. ULC won't meet again until August.
- VI. Old Business
 - a. Rachel Clutter won employee of the year and Grace Wellings won rising star of the year.
- VII. New Business
 - i. The elections have been finalized:
 - a. EEOC 1 – Eric Marks and Adrian Duelley
 - b. EEOC 3 – Robin Meadows and Grace Wellings
 - c. EEOC 4 – Cody Moore and Pam Brown
 - d. EEOC 5 – Carrie McKeown and Rachel Clutter
 - e. EEOC 6/7 – Jim Chapman and Ken Cizek
 - f. BOG Rep – Leslie Mason
 - g. ACCE Rep – Leslie Ward
 - ii. The hybrid/flex forms and presentations will be reviewed at the next meeting. Staff has received an updated copy of the constitution. This will be a voting item at the next meeting.
 - iii. We will be creating a salary taskforce, please get with Leslie or Eric if you want to be a part of that committee.
 - iv. Because of HB 3279 the constitution needs some additional edits. This has been tabled until the next meeting.
 - v. Jenny mentioned creating a fact sheet that tracks people who leave the university.
 - vi. Leslie mentioned the fact that we need to find out what happened to the raises for people who receive additional degrees.
- VIII. Adjourn
 - i. Robin Meadows motion to adjourn the meeting at 9:33 am, Jenny Boggs seconded. All were in favor, none were opposed, none abstained. Motion passed.

Respectfully submitted,
Robin Meadows, Secretary

Date: May 27th 2025

**Board of Governors Meeting
May 7, 2025**

Faculty Salary Study-Mark Sarver

Reported on faculty salary data-data gathered from HEPC website and GSU Human Resources
Compared Bluefield, Concord and WV Tech

Tim Henline acknowledged GSU salary compression has been in place for many years

Policy says we should be paying market rates

Instructional designer position makes more than all faculty with decades of experience

17 faculty completed the wage compression form which equals \$163,000

Mark reported many faculty teach overload to make a living

Ann Green suggested to set a timeline for wage compression task force to report at September meeting

Several BOG members commented on their appreciation and support of working on wage compression.

College of Health Sciences Presentation-Kevin Evans

Introduction of faculty in attendance in College of Health Sciences-Sawyer, Gildein, Boehke, Criss

Overview of Nursing program and transition of nursing program at GSU

In reference to the nursing degree (associate degree), we have many hurdles before this can become a reality. HEPC must approve this program and while we are hopeful, we have **no guarantee** they will approve this program. When and **IF** the nursing program is approved, we hope to launch by Fall 2026 but that timeframe may be later or not at all if not approved. The offering of an associate degree at GSU is definitely not a done deal. There are many meetings and much work to be done.

Alumni Update-Dustin Crutchfield-see notes in BOG packet

S. Chapman-Faculty Senate-see summary notes in BOG packet

Staff Council-Eric Marks

Updated their constitution

We will announce Staff Member and Rising star of the year next week

SGA-J.Wade

New president Graylin Floyd

BOG Minutes approved

Executive committee appointed to nominate two members to fill vacancies

Update on facilities-Tom Ratliff

Tom expressed thanks for maintenance staff receiving \$1500 or \$2500.00 salary increase

Press box, home bleachers and field house-all gone

Morris Family Health & Fitness Complex update-Dave Hutchison

Two story building

1st floor-fitness center

2nd floor-College of Health Science classrooms

Phase I-May-July-soccer & football field completion

Phase II-Complex

Completion-August 2026

Timelines:

Pioneer Way-shooting for June 1, 2025

LBH-receiving bids now-we are demolishing this building because it does not meet guidelines

The best financial option is to demolish LBH

August 19-evening celebration of Pioneer Way & Clark Hall light

Facilities committee meets every month-open meeting.

Abridged version of Crisis Manuel in all classrooms and to faculty and staff in August at welcome back

Student Life-Skip Hackworth & Duane Chapman-see notes in BOG packet

Updated numbers:

Freshman-165

Retention-54%

Residence Hall occupancy-83%

Academics-Kathy Butler & Mari Clements-see notes in BOG packet

Hooding ceremony-May 9 @ 6:30 PM

Commencement-May 10

Mari has received a few faculty resignations

May 12-hoping for approval of agreements at prisons

Working on low enrollment courses and changes in rotation

Mari will bring course load list with enrollment

Business & Finance-Tim Henline

New nursing program is a good move for us financially

Tim Henline spoke in support of resolving wage compression

He believes we can improve the revenue side by \$3.8 million

It takes a while to turn around a big ship-we are saving and now we need to grow

Clay reported how we will save employees money on PEIA

Tim and Rita are working on improving IT-we can cut costs in half and get better service

We also need a more secure system because we have significant weaknesses

Also working on outdated phone system-we are wasting lots of money and not getting good service

GSU is growing and we are going to see more growth

Tim reported the current BOG is the most attentive to financial details.

We should recruit aggressively the online programs and students-it is unlimited-we have significant opportunity in this area

Athletics-Jesse Lilly

Women's golf is competing in Nationals right now

Softball-won regular season-best season in history
Hired Athletic Trainer
We have all Graduate Assistant spots filled
Baseball and track are highest revenue sports
All 14 coaches are returning at this point

Action Items

FY 26 Budget was approved
Program Review- approved
Final Draft Policies-approved
Amendment of Funding Formula Weight Missions-approved
HEPC encouraged us to allocate funds for research but we are not a research institution
President's Evaluation & Contract-BOG went into Executive session to discuss
President Manchin signed a new three year contract with the raise outlined in the BOG packet.

Cabinet Update:

Met Tuesday May 6, 2025

Pres:

Announced new SGA Rep

Board meeting was Weds and so wanted to get together as a group before then

There will be some restructuring of the nursing program. Current model is not working.

Enrollment Management and Student Affairs:

187 total new students with 160 being true incoming freshmen.

53.27% Retention Rate

529 Currently Registered for Fall 26

82.68% of the Residence Hall is filled

Advancement:

Alumni Banquet had good attendance

Was prepping for the 50-year Grads reception

Focused on Graduation and Fund Raising

Gave updates on the plans for the new Health and Fitness Complex

CFO:

Focused on end of the year processes

A lot of projects and meetings about those projects are happening

Looking at updating and improving IT compliances and functionality

Budget was finished and waiting board approval

Raises were included in the budget

Deferred maintenance funding still on hold – sitting on 2.2 Million

Changing forms and processes to help automate and expediate

Will continue the “Year of Savings” and start moving forward with the “Year of Growth”

Administration:

Door Locks being installed in Goodwin Hall

AG approved LBH demo project – pre-bid meeting happening

Pioneer way is under construction

Library Parking lot will need some repair done before chiller can be installed

Handrails and lighting project will soon begin for Pioneer Way

August 19th at 8:00 Lighting Ceremony in the Amphitheater

AB Building will be getting repointed instead of sealed

PE Building archway project will require an engineer to be included

CH is having the lighting installed on the roof

Rooms in Pickens Hall will be getting a “facelift” and repairs.

Facilities Committee is active – all changes should be communicated to that committee

Facilities Update:

Met April 30, 2025

There was a fire in Goodwin Hall

Electronic Locks are being installed by slightly behind schedule due to equipment delays

Lighting across campus will be getting upgrades using congressional directed spending

Pioneer Way has had the deadline pushed a couple times, now set for June 1.

Other projects (lighting, handrails, etc.) will be after that.

11 Rooms in Pickens Hall getting remodeled this summer

Roofing project has been approved and has been delayed due to product availability

Pre-Bid meeting for LBH Demo 5/13/25

August 5, 2025, tentative date for LBH demo completion

Clark Hall Roof Lighting Project in progress – ribbon cutting TBA

Mollohan chiller should be arriving around May 17

Library Chiller ordered but no ETA

Health and Wellness Complex:

Work progressing well and finishing

Field replacement begins May 17

Lighting replacement to begin mid-July

Look to hire students for summer positions as Cleaners, Painters and Landscapers

ULC Update:

Met on 04/25/25 and reviewed the following policies:

- Policy 28A – Graduate Admissions Policy
- Policy 32 – Online Policy
- Policy 33 – Credit for Prior Learning
- Promotion & Tenure Committee Bylaws
- Academic Integrity Policy
- No Show Policy
- Waitlist Policy
- Faculty Handbook
- Academic Calendar
- Policy 28 – Undergraduate Admissions
- Transcript and Registration Withholding Policy
- Commencement and Graduation Policy

