

Glenville State University
Staff Council Minutes
March 12th, 2026
TEAMS & In-Person (AB213)

I. Call the Meeting to Order

- a. Chair, Eric Marks, called the meeting to order at 10:00am.

II. Attendance

- a. **Members Present:** Eric Marks, Robin Meadows, Grace Wellings, Jeremy Carter, Pam Brown, Carrie McKeown, Leslie Mason, Leslie Ward, Adrian Duellely, & Jim Chapman
- b. **Members Absent:** Rachel Clutter & Ken Ciszek
- c. **Other Attendance:** Jenny Boggs, Robert Woods, Wakasa Ellyson, Wendy Broome, Kendra Pullen, Tiffany Campbell, Lori Ratcliff, Lora Stump, Tegan McEntire, Ann Reed, Emily Turner, Lisa Eagle, Rachel Adams, Tisha Underwood, Marcus Spinks, Naomi Sanders, Jessica Burton, Lora Freeland, & Sheri Goff

III. Review Previous Meeting's Minutes

- a. Jeremy Carter motioned to approve the minutes, Robin Meadows seconded. All were in favor, none were opposed, & Leslie Ward abstained.

IV. Reports

a. Human Resources – Tegan McEntire

- i. Reminder that HR can print W2s
 1. Make sure in OneLogin that it is selected to have the W2 mailed
- ii. Make sure to update addresses with HR if it has changed
- iii. Reminder to Timekeepers to notify HR if they won't be available to approve timecards

b. Treasurer – Jeremy Carter

- i. Jeremy Carter gave the Treasurer's Report
 1. Balance of Staff Development Budget: **\$11,263**
 2. Balance of ACCE Budget: **\$1,704.12**
 3. Balance of Ginny Grottendiek Scholarship: **\$3,470.41**

c. Board of Governors – Leslie Mason

- i. Please see **APPENDIX A** for full report.

d. ACCE – Leslie Ward

- i. Please see **APPENDIX B** for full report.

e. Chair/Cabinet – Eric Marks

- i. Please see **APPENDIX C** for full report.

V. Committee Reports

a. Facilities & Threat Assessment – Eric Marks

- i. Please see **APPENDIX D** for full report.

b. Co-Curricular Assessment – Kendra Pullen

- i. No new update.

c. ULC – Eric Marks

- i. Last meeting was cancelled.
- ii. Next meeting is this Friday.

VI. Old Business

a. Hybrid/Flex Work Committee (Eric Marks – Update)

- i. No update about a meeting yet
 1. Reaching out to Teresa Sterns to see when a meeting can be held

b. Salary Taskforce (Jeremy Carter – Update)

- i. Met last week.
- ii. Continuing to meet about Z-Codes (positions that don't exist elsewhere)
- iii. Next meeting is March 30th at 2:30pm

c. Handbook Committee (Jeremy Carter – Update)

- i. Compensatory Time (Possible Vote)
 1. It was decided to send out another poll to only hourly employees
 2. Paper copies will also be distributed to help up responses
 3. Jeremy Carter motioned & Leslie Ward seconded. All were in favor, none were opposed, & none abstained. Motion passed, so the poll will be sent out again to only hourly employees.
- ii. The other 2 policies were resolved in the first round of polling
- iii. Handbook review has been completed and should be compiled and submitted soon

d. Campus Culture Committee (Robin Meadows – Update)

- i. Birthday Survey has had 28 responses and counting
- ii. P.R. has designed GSU cards with proper branding for the cards being given out & those are being printed by the Print Shop

VII. New Business

a. Ginny Grottendiek Scholarship

- i. Need to schedule an Officers Meeting about the application process for the scholarship

b. Staff Employee of the Year/Rising Star Nominations

- i. Email was dispersed to campus yesterday
- ii. Cut-off date for submissions is April 17th

VIII. Adjourn

- a. Jeremy Carter motioned to adjourn and Robin Meadows seconded. All were in favor, none were opposed, none abstained, and the motion passed.

**Respectfully submitted,
Grace Wellings, Secretary**

Date: March 13th, 2026

APPENDIX A

BOARD OF GOVERNORS

February 25, 2026

Waco Center,

Rooms 227/228 9:30 AM

Special Presentations-Undergraduate Application Growth – EAB

- This company helped up increase growth in 2019 by 8%
- Dip in enrollment is a result of less traditional students-we will continue to see a decrease in students going to college-we are losing to the job market in some cases.
- Larger colleges have more resources to draw students in
- EAB helps families see themselves at GSU-cost of hiring this company \$275,000 annually to begin 2027.

A. Alumni Council - Dustin Crutchfield, Director of Alumni Relations report

- See dates/events at end of these notes
- Special GSU license plates-open to all-not just alumni

B. Faculty Senate – Greg Lieving, Vice President

- Provost evaluation results sent to provost and president

C. Staff Council - Eric Marks, Chair

- Working to boost morale-Campus Culture committee

D. Student Government Association – Graylin Floyd, President

- SGA passed a resolution to try and restore voting rights on BOG
- Attended GSU day

Committee Reports

A. Executive Committee - Ann Green, Chair

B. Board Governance and Human Resources Committee – Alex Lay, Chair

- Tom Ratliff-update on facilities-Phase I-75% complete
- Cornerstone ceremony-very nice
- Light polls delivered for Pioneer Way
- HB 4592-Safe Schools and Campus Mapping
- 1000 plants donated from Wirt county
- Housing-roof project complete then painting will begin
- AB classrooms and LBH are nearing completion-nice upgrade
- We are now able to utilize contingency funds
- Public Safety will enforce parking policy-August 2026-we have been lenient due to construction projects

Dave Hutchison

- We have been flexible with GSU day due to weather-we got 43 potential applicants
- Graylin Floyd represented us well and speaking at the legislative reception
- Day of Giving-100% of our boards and cabinet donated-so far-\$1,234,402-1090 donors and 1432 gifts

C. Enrollment and Student Life Committee – Skip Hackworth, Chair

- New signs for committed students
- Building relationships with school principals
- Ordered cords for dual enrollment students
- Over 135 students attended Financial Aid Bingo last night
- Pickens Hall closed until we have a better handle on things

D. Academic Affairs Committee – Kathy Butler, Chair

- AA in nursing pulled at this time-New River CC upset with us about our nursing program
- Lots of work on low enrollment courses
- Strategic Planning work on years 2026-2031
- MA in Clinical Psychology-move forward after HEPC approves

E. Business and Finance Committee – Tim Henline

- Blessed to have Jesse Skiles as AD
- Requisition software-saves money and time
- Band width increased to 10 GB
- Drew M did move forward with a temporary general ledger solution
- \$314,423 explanation-vender issues-we came up with emergency resolution-due diligence was followed and audited between GSU & Housing Corp
- Cash Flow-good observation of where we are-the report changes rapidly and we receive monies from the state with no notice
- Tim offered to give BOG actual Cash Flow report to date per each department
- Most departments do not go over their budgets
- Tim wants us to look at salaries/budgets and benefits
- Where are we with long term debt? Tim can provide those reports too
- Tim does not want to borrow-best to look at other sources of funding to cover expenses
- We wonder why WV cannot make WVOASIS work-we wonder if HEPC should furnish the money for this program
- Tuition increase of 2% continuing each academic year has passed by BOG
- Studies indicate students would rather pay more to get a higher quality education
- Wage Compression update: Updating policy 16-We are looking at rationale why there are discrepancy between faculty and staff
- Dr. Manchin likes across the board raises-there is a finite amount of money

F. Athletics Committee – Bob Marshall, Chair & Jesse Skiles

- Added Shawnee State to MEC
- Women's X Country-highest GPA in the nation
- 51 signees first time freshmen-most in state student athletes
- GA's will only be housed in Pickens
- We have been stretched staffing this year

Upcoming Events

- o Winter Homecoming & Snowball Tailgate (2/28/26)
- o Alumni Council Meeting (2/28/26)
- o Alumni Reception at the WVMEA Conference (3/5/26)
- o MEC Basketball Tournament Hospitality (3/5/26-3/8/26)
- o Alumni Baseball Reunion (4/25/26)
- o Alumni Awards Banquet (4/25/26)
- o 50 Year Graduate Recognition - Class of 1976 (5/8/26 & 5/9/26)

□ Special WV License Plate

o Received approval from the WV Division of Motor Vehicles to begin collecting interest in orders for a Glenville State University "special plate." We now have six months to secure 100 preorders of the special license plates before the DMV will begin designing them. Visit www.glenville.edu/alumni/licenceplates for more information and to download the application form.

APPENDIX B

ACCE Notes from 10/20/25 for Staff Council Meeting 11/13/25

- Senator Vince Deeds guest speaker; took questions
 - Asked about low salaries, reduction in PEIA Funding
 - PEIA is still inexpensive compared to private sector
 - When the state gives a raise to state employees it puts a burden on institutions to match that raise for employees NOT paid by the state
 - If a school gets 5% from state, that 5% may not go to employees because it's not mandated. Employees might see 1% - 3%
 - He understands; does not like mandates because it's heavy-handed; state prefers to leave control within the institutions
 - House Bill 3279 – BOG and voting
 - It was a solution but not a good one. 10/34 senators are freshmen... no direct response to this. More about what a great deal PEIA is.
- Don Smith, VP of External Relations at WVSOM (WV School of Osteopathic Medicine) guest speaker; talked about motivation
 - HR gives “shout out” with a little bag of candies and a thank you note. Employees nominate potential recipients.
 - Keep a suggestion box for improvements. Example: need consistency in how supervisors administer policies in different departments across campus (work from home at GSU?)
 - Hired company to provide 3-day training. Some employees mandated to attend (based on role/job description). Others volunteered. Very popular and successful.
 - Have received suggestion for more staff training on how to successfully communicate w/supervisors
 - New employees get a staff mentor
 - Host drives: back-to-school (school supplies); needy children/families at Christmas
- Training about legislation and what it means to be an “exempt” school. Information in slides; too much to write down. I will ask for copy and share if there's interest.
- WVSOM presentation on Staff Council survey regarding morale
 - Does your work have meaning; do you feel appreciated; do you have good morale coming to work...
 - Morale ideas:
 - “Secret Pal” (voluntary)
 - “Go Beyond” monthly thank-you cards given via nomination
 - Meet with sector representatives or small groups whose schedule makes it difficult/impossible to attend staff council meetings (maintenance as an example)
- Discussion of staff council makeup at institutions
 - Non-classified representation is at will/pleasure of BOG and President
 - Council bylaws need to be reviewed to ensure we are protected (because not protected by statute)
 - May need to re-define our sectors to ensure fair representation across all sectors
- Discussion of Legislative Agenda Items
 - Focus on economic development and an educated workforce
 - Funding formula; good if state followed it instead of focusing on US borders, equity, and bathroom issues (frustration of ACCE members on this was evident)
 - WV Advisory Council did survey of students asking what would keep students in the state; results have not been shared with public
- Plans to create brochure advertising ACCE to the legislature
- Discussion preparing for a presentation to the Commission (HEPC) and the Council (HLC) (this happens every fall)
 - What do we need that they have the power to accomplish?
 - Market study on fair wages (I sent email about that recently)
 - HEPC released salary guidelines for 2024; based on 2017 data that was “aged”
 - Are we losing people due to low wages? PEIA? Do we do exit surveys?

APPENDIX C

Cabinet Meeting – Tuesday 2/24/26

President:

Please read the supplied news article
We are moving ahead with Health Sciences
Tomorrow is the BOG meeting
Just keep moving ahead and working hard

Provost:

Nursing program – moved to HEPC – has some issues that are being worked through
Psychology Masters moving forward – potentially this coming fall
Business (academic) wants to form their own “college”

Enrollment:

Needs to get SEVIS back for international students
Full counselors now and plans for more travel
CRM getting closer to complete
Snowball tailgate this weekend

Advancement:

1.2M in Day of Giving
Talking to Senate about schedule for GSU day next year
Winter Homecoming is this weekend
Scholarship Task Force has been meeting
Finalizing ordering of stuff for amphitheater

Facilities:

Shuttle Tracking – latency issues
Lights in Amphitheater moving forward
Review Parking Policy as issues were brought up in facilities meeting.

Athletics:

WBB – Leading league
MBB – 5th (potentially can move into 4th)
BB – 6-2
SB – 7-1
A&T – 4-0 (12th in country)
Track
 W-5th
 M-7th

Wrestling – 9th in country and national qualifications upcoming we have
Currently second in Commissioner’s Cup

Faculty Senate:

No report

Staff Council:

Staff never tire of doing the people’s work for Glenville State University, because it takes the entire campus to recruit, retain and graduate a Pioneer!

SGA:

Met with Speaker
POD expansion moving forward for PV, Waco
SGA hosting a professional development week for students (resume clinics, clothing closet (dress for success)

Presentation at beginning by Sam from EAB.

APPENDIX D

Facilities Committee / Threat Assessment

February 18, 2026

- Roof replacements are almost finished – certifier to inspect once finished and that will begin the 20yr warranty.
- Science Hall had a water leak (Not from freezing) a fitting broke when moving a chemical dishwasher
- Lighting project in Amphitheater will be being moving next week
- Locks are in and will be installed in Pickens and PV soon
- Deferred Maintenance update
 - o We were told contingency fund was gone, but then told it was not so we can potentially get some more funding for projects.
 - o LBH demo project has been more expensive than expected due to office remodeling.
 - o Looking at getting funding for electronic HVAC controls to replace some outdated systems.
 - o 7-8 million potentially up for grabs for – we are hoping to include projects to repair retaining walls and fix parking lots
 - o Potentially a new roof for Pickens Hall.
- Field project is on schedule and on budget
- Pickens undergoing HVAC repairs with new replacement units. 12 finished so far of the 40 total replacement units.
- Discussion of Parking lots, permits, and restrictions.