

Staff Council Meeting  
June 20, 2013

Present: Mary Alltop, Brittany Frymier, Debi Jenkins, Jason Phares, Ann Reed, Krystal Smith, Eric Squires, Jim Tatman and Gail Westbrook

Absent: Carla Conley, Mindy Greathouse, Lois Miller and Sheri Skidmore

Also Present: David Moss

The minutes of the April meeting were approved. (m/s, Reed/Phares) Motion approved.

Reports

- Mary Alltop
  - Mary said that salary funding was talked about a lot at the last Advisory Council Meeting. Mary said if we had any issues to let her know and she would take them before the Council.
  - Mary said that the Staff Council presentation made to the Board of Governors went very well. Ann explained to them what we did. She told them that the raises were important to us and how much we appreciated the Professional Development money we receive.
- Jason Phares
  - At the last Board of Governors meeting they discussed the following:
    - Legislative Auditor is on campus.
    - There is a consultant on campus to meet with Admissions Office.
    - The WACO Center is still on schedule.
    - WVIAC is gone and it is now Mountain East.
    - A Board of Governors member is interested in getting the Nursing Program activated again.
- Ann Reed
  - Professional Development – 0
  - General Fund - \$235.71
  - Ginny Grottendieck - \$1,264.41
- Krystal Smith
  - GSC met the deadline ratio with HEPC of 25% Classified employees to Non-Classified by July 1.

- PIQ evaluation requests are all complete
- The WV Oasis Project will be live January 1, 2015. This is a statewide electronic data base. You will be able to view several things (i.e. insurance information, sick/annual leave information, performance evaluation)

### Old Business

- Discussion on Classified Employee of the Year procedures. These need to be updated.

### New Business

- Jim said we need to update and revise the Employee Classified Handbook. Jim suggested a committee work on this in the fall and bring the revisions back to the Council. Jim would like to see all new classified employees be given a copy of the handbook, constitution and a letter welcoming them to GSC.
- Jim asked the group if we would like to have an Appreciation Luncheon for all classified employees. We will talk more about this at the July meeting.
- Elections were held for officers and are as follows:

Treasurer – Jason nominated Sheri Skidmore. Mary seconded. Eric made a motion for nominations to come to a close. Mary seconded. Motion passed.

Secretary – Eric nominated Mindy Greathouse. Ann seconded. Debi made a motion for nominations to come to a close. Eric seconded. Motion passed.

Vice President - Gail nominated Ann Reed. Mary seconded. Debi made a motion for nominations to come to a close. Jason seconded. Motion passed.

President – Ann nominated Jim Tatman. Mary seconded. Gail made a motion for nominations to come to a close. Debi seconded. Motion passed.

Motion to adjourn (m/s, Squires/Phares)

Adjourned at 9:35 a.m.