

Glenville State College  
Staff Council Minutes  
October 24, 2024  
IN-PERSON/TEAMS

- I. Call the Meeting to Order
  - i. Chair, Eric Marks, called the meeting to order at 8:38 am
- II. Attendance
  - i. Members Present: Eric Marks, Cody Moore, Jim Chapman, Jenny Boggs, Robin Meadows, Jason Phares, Chris Carver, Leslie Mason, Ashley Nicholas
  - ii. Members Absent: Casey Smola, Adrian Duelley
  - iii. Other Attendance: Leslie Ward, Micki Wootton, Tish Underwood, Emily Tuner, Sadie Murphy, Bri Hetrick, Ann Reed, Lora Stump, Pam Brown, Peggy Runyon, Jessica James, Carrie McKeown, Max Anderson-Lake, Tegan McEntire, Kendra Pullen, Gabrielle Dean, Lora Freeland, Jeremy Carter, Naomi Sanders, Wendy Broome, Amanda Stafford, Lisa Eagle,
- III. Review of Minutes from the Last Meeting
  - i. Chris Carver motioned to approve the minutes and Leslie Mason seconded. All were in favor, none were opposed, none abstained. Motion passed.
- IV. Reports
  - i. Human Resources – Tegan McEntire
    - i. Tegan reported that time is entered on or near the Friday we get paid. People need to double check their time.
    - ii. Safe Colleges is a legit training software and people need to be completing their trainings. Title 9 trainings are because October is domestic violence awareness month.
    - iii. If you have moved send your address to HR.
    - iv. For time keepers, if you have students that work in multiple departments, it's incredibly important that the timesheets are very clearly marked which departments they're working for so they are billed correctly.
    - v. Casey Samoa is our new Title 9 coordinator, but currently she is still housed in the physical plant.
  - ii. Treasurer – Jason Phares
    - i. There is \$20,000 in professional development. There is \$2915.41 in the Jenny Grottendike Scholarship fund and \$505.91 in the general fund.
  - iii. Board of Governors – Leslie Mason
    - i. The committees met October 16<sup>th</sup>. The committee reports will be given out at the next meeting. This board packet has pictures of

all the updates to campus that has happened because of deferred maintenance. The board packet also has copies of the committee reports.

- iv. ACCE – Jenny Boggs
  - i. They met on September 18<sup>th</sup> at Bluefield State. The group was met by CFO, James Hypes. He discussed their enrollment and facility upgrades. They are also getting a new medical facility and plan to start a new program in respiratory therapy. Their engineering department is expanding on main campus. They discussed campus carry. The legislative committee is working on a brochure to share with legislators. The benefits committee plans to look into employee perks for long term employees. They discussed cybersecurity trainings on campus and the staff fact sheet to share with BOG members. They then met with Matt Tuner from HEPC. He told the group that the FAFSA due date will not be met. The financial aid reporting deadline has been extended until January. There are no big initiatives on the higher Ed for this year’s legislative session. He said they were focusing on the funding formula. They are hoping to support the nursing scholarships to make them fully funded. The deferred maintenance projects have been rolling out. Draw downs have been slow. They have been asked again to present a flat budget which would be a cut in funding for higher education. Finally, they discussed how WV Southern CTC was seeing a rise in fraudulent college applications.
  - ii. They met on October 22<sup>nd</sup> with no major updates except for discussion on recent articles that have been released to the public on the PEIA rate increase. The legislature voted to restore PEIA to \$87 million reserve fund. This is a one-time amount avoiding an unprecedented additional premium hike on January 1<sup>st</sup>, but doesn’t solve the long-term issues. PEIA is still panning to raise premiums in the next fiscal year, citing rising health care costs nationally. PEIA will be raising premiums 14% and increasing deductibles by 40% which would average out to more than \$300 out of pocket. Maximums could increase on average more than \$1500. There will also be a bump in the surcharge for spouses who have other insurance options from \$149 to \$350. Governor Justice made a statement that he is urging the next governor to strongly considered another round of pay raises to help offset the premium increases. Fairmont has hired a consultant to help them build a classification and compensation program that will highlight pathways and steps to promotion.
- e. Chair/Cabinet – Eric Marks
  - v. The last meeting was canceled.

## V. Committee Reports

- i. Facilities and Threat Assessment – Eric Marks  
Eric reported that the facilities committee has not met.
- ii. Threat Assessment – Eric Marks  
Eric reported that the committee has not met.
- iii. Co-Curricular Assessment – Chelsea Stickelman  
Jeremy Carter reported the committee met on Tuesday and they are still reviewing submitted assessments from 2023-2024. There is also now a list of values associated with the mission statement for the university.
- iv. ULC – Eric Marks  
Eric reported that the committee met and reviewed the co-curricular by-laws. They also reviewed the statement of the catalog policy for both the graduate and undergraduate programs. The co-curricular bylaws were sent back with questions.

## VI. Old Business

- i. Staff Professional Development Discussion – The subcommittee did meet. Eric is sending out the updated applications for everyone to review. If you have any questions please reach out to Eric or one of your representatives.
- ii. Constitution Update - Eric reported that the sub-committee responsible for reviewing the constitution has not met yet.
- iii. We had a very successful staff training day. It was very well attended. Tegan thought that the trainings could have been a lot longer. Thanks to the business department for all the work they did on that day. Lora thanked everyone for reaching out to her. If you want your training sent out just send them to Eric.
- iv. Please don't forget to review the administrative policy and send questions and concerns to Eric.

## VII. New Business

- i. Student life is doing a haunted trail and SGA is doing a student house if anyone is interested in participating in Halloween activities. The library is also having an activity.
- ii. It has been suggested that staff council create a sub committee to report annually to the board of governors. Jenny mentioned doing a fact sheet that covered a list of accomplishments and concerns. Peggy mentioned highlighting a couple staff members on a regular schedule.
- iii. Ideas for increasing staff morale should be sent in to staff council or your representative.
- iv. A replacement is needed for Chelsea Stickelman. No one volunteered to run the election so Eric offered to run the election through the staff council account. We will start taking nominations.

- v. Jason added that the trainings that Tegan sent out are required for the GLBA. We have to report our numbers and we are currently at 50%.
- vi. Jeremy Carter agreed to head the sub committee for the board of governor's fact sheet and employee incentives. Jenny also volunteered to be on the committee. Eric and Chris also volunteered.

VIII. Adjourn

- i. Jim Chapman motioned to adjourn the meeting, and Chris Carver seconded.
- ii. Meeting adjourned at 8:48 am

Respectfully submitted,  
Robin Meadows, Secretary

Date: October 29, 2024