

Glenville State University  
Staff Council Minutes  
February 18, 2025  
IN-PERSON/TEAMS

I. Call the Meeting to Order

- i. Chair, Eric Marks, called the meeting to order at 8:34 am

II. Attendance

- i. Members Present: Eric Marks, Robin Meadows, Jason Phares, Jenny Boggs, Adrian Duelley, Ashley Nicholas, Cody Moore
- ii. Members Absent: Casey Smola, Leslie Mason, Chris Carver
- iii. Other Attendance: Tisha Underwood, Leslie Ward, Carrie McKeown, Kendra Pullen, Lisa Eagle, Tegan McEntire, Wendy Broome, Megan Crumm, Micki Wootton, Roberta Radcliff-Carney, Mary Jones, Stephany Amos, Joshua Brennan, Tiffany Campbell, Emily Turner, Lisa Eagle, Kathy Gilbert, Clay Chesser, Jessica James, Peggy Runyon, Jim Chapman

III. Review of Minutes from the Last Meeting

- i. Cody Moore motioned to approve the minutes and Ashley Nicholas seconded. All were in favor, none were opposed, none abstained. Motion passed.

IV. Reports

- i. Human Resources – Tegan McEntire
  - a. Tegan said that everyone should have received their W2's in the mail. If you did not her office can print them off for you. Jenny sent out directions for how to find the W2's in your ESS. MyApps accounts do become inactivated if they are not used, so if you can't log in that might be your issue. Jenny can help people adjust their tax forms for people that need to make changes.
- ii. Treasurer – Jason Phares
  - a. Ginny Grottendieck has a balance of \$3020.41
  - b. Staff Council Fund has a balance of \$505.94
  - c. Professional Development still has a balance of \$20,000 while \$4701.64 has been paid out of payroll for professional development.
  - d. ACCE had a budget of \$2000 and \$712.92 has been spent.

- iii. Board of Governors – Leslie Mason
  - a. Leslie Mason was at the capital today and unable to give her report.
- iv. ACCE – Jenny Boggs
  - a. ACCE met February 7<sup>th</sup> at GSU. President Manchin met with ACCE and gave a brief campus update. He also addressed some of the concerns on campus such as salary issues and PEIA concerns. Several GSU staff attended and SGA President Jahzeiah Wade also attended the ACCE meeting. ACCE was very happy to have the engagement. The group also discussed the consolidation of departments and positions and what issues that caused as well as allowing people to work from home in if pay raises are not an option. The next meeting is March 14<sup>th</sup> 2025.
- v. Chair/Cabinet – Eric Marks
  - a. Eric reported that Pepsi has been replaced by Coke on campus. There is an updated org chart. Opening bid has started for demo of LBH, the Omni contract, and for new roofs for Science Hall, the Library, and LBH. Today is GSU day at the capitol and tomorrow starts our day of giving on campus. Last weekend was winter homecoming and it included a snowball tailgate. Copy machines have been replaced on campus. Deferred maintenance projects have been delayed due to weather. GSU is looking to increase housing for faculty, staff, and students.

## 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 – Kendra Pullen
  - Kendra reported the committee reviewed the Counseling Center. The next area to be reviewed is Student Support Services.
- iv. ULC – Eric Marks
  - Eric reported that the committee looked at the graduation policy, FERPE policy, degree program change, international baccalaureate policy, the diploma policy and the academic calendar. Eric stated that we do need another rep for this committee and Micki Wooten volunteered.

## VI. Old Business

- i. The election results for Chelsea's replacement were a tie and we need another election to break the tie.

- ii. Constitution Update – The committee did meet and they are looking at several aspects and working with other institutions so we can ensure that staff still has a voice on campus.

VII. New Business

- i. Summer Trainings – No comment
- ii. Staff Incentives – We are hoping to model some other schools on how to entice and retain staff. One of the things that came up in the ACCE meeting was a modified work schedule. WV State already has in place a policy and Jenny is going to reach out to them to see if we can get a copy of it.
- iii. Robin Meadows submitted a professional development application for reimbursement of \$1464. Jason Phares motioned that the committee approve the reimbursement, and Adrian Duelley seconded. All were in favor, none were opposed, none abstained. Motion passed.
- iv. Brain Williams submitted a request for lodging and food for a Coaching Clinic, the total will be around \$150. Robin Meadows motioned that the committee approves the request, and Cody Moore seconded. All were in favor, none were opposed, none abstained. Motion passed.

VIII. Adjourn

- i. Meeting adjourned at 9:04 am

Respectfully submitted,  
Robin Meadows, Secretary

Date: February 18th 2025