

*Glenville State College*  
*Classified Staff Council Minutes*  
**October 17, 2017**

**I. Call the Meeting to Order**

- a. Chair Adams called the meeting to order at 8:35 am.

**II. Attendance**

- a. Members Present: Rachel Adams, Neal Benson, Jenny Boggs, Dustin Crutchfield, Sheri Goff, Michele Lang, Jim Tatman, Rick Walsh, Mandy Wiant
- b. Members Absent: Adrian Duelley, Chelsea Stickleman, Jodi Walters
- c. Guests: Richard Turner, Jason Gum, Kara Pifer, Joanne Rutherford, Jason Phares

**III. Review of Minutes from the Last Staff Council Meeting**

- a. Jim Tatman made a motion to approve the minutes from September 19, 2017. Neal Benson 2<sup>nd</sup> the motion. Motion PASSED

**IV. Reports**

- a. Human Resources – Krystal Smith not present.
- b. Board of Governors- Dustin Crutchfield
  - i. Dustin reports that the board meets tomorrow, Sept. 20, 2017.
  - ii. Task force was created to establish online 4 yr. degree programs – Criminal Justice and Business are first to be created
  - iii. Admissions is up 13% over last year.
  - iv. Board agenda, minutes, and board book are on the website for review.
- c. Treasurer- Jenny Boggs
  - i. In the Staff Council account there is \$300.91
  - ii. In the Ginny Grottendieck account there is \$885.58 after paying out a \$250.00 scholarship.
- d. ACCE – Sheri Goff
  - i. Presented info from the ACCE meeting on 10/16/2017. Three campuses:

**V. Old Business**

- a. Staff Handbook – Chair Adams reminded Dr. Pellett that this is still not completed.
- b. SC Constitution Changes – Draft of changes submitted to officially separate Secretarial and Treasurer position. Jim Tatman made a motion to approve. Rick Walsh 2<sup>nd</sup> that motion. Ayes had it to be approved, no nays.
- c. Employee Incentives – Discussed – “Good Job” Dollars suggested.
- d. Grottendieck Award Review –
  - i. Decision made to continue to offer the award directly to the student.
  - ii. Due to laws governing financial aid, our Financial Aid office will be notified of the receipt of the scholarship
- e. Fundraising – Kara Pifer volunteered to assist, envelopes were printed

**VI. New Business**

- a. Professional Development Review – Neal Benson motioned to set deadline for applications of Nov. 27, Mandy Wiant 2<sup>nd</sup> – motion passed
- b. New Employee Packet
  - i. To include campus map, handbook, Staff Council constitution
- c. Furlough Pay – Discussed – Two other institution’s furlough pay was presented to review before next meeting
- d. Spotlighting the Clock Tower - @\$2100.00 to put 3 external spotlights, test light suggested, clock needs restored before highlighting
- e. Web Page – updated by Dustin Crutchfield

**VII. Next Meeting**

- a. Next meeting will be Nov. 28, 2017 at 8:30am in MCCC 319.

**VIII. Adjourn**

- a. Rick Walsh made a motion to adjourn the meeting. Dustin Crutchfield 2<sup>nd</sup> the motion. Meeting adjourned at approximately 9:48 am.

Respectfully submitted,  
Michele Lang, Secretary \_\_\_\_\_ Date \_\_\_\_\_

Rachel Adams, Chair \_\_\_\_\_ Date \_\_\_\_\_