

Glenville State College
Classified Staff Council Minutes
September 19, 2017

I. Call the Meeting to Order

- a. Chair Adams called the meeting to order at 8:38 am.

II. Attendance

- a. Members Present: Rachel Adams, Neal Benson, Jenny Boggs, Dustin Crutchfield, Sheri Goff, Michele Lang, Jim Tatman, Jodi Walters
- b. Members Absent: Adrian Duelley, Rick Walsh,
- c. Guests: Sara Rollins, Jason Phares, Trae Sprague, Chelsea Stickelman, Tom Ratliff

III. Review of Minutes from the Last Staff Council Meeting

- a. Jim Tatman made a motion to approve the minutes from July 18, 2017. Jenny Boggs 2nd the motion. Motion PASSED

IV. Reports

- a. Human Resources – Krystal Smith not present. Per Chair, HR Policy Review Committee to start, will need SC members on it.
- b. Board of Governors- Dustin Crutchfield
 - i. Dustin reported that he attended training in Charleston, WV.
 - ii. He attended the last board meeting where the bond refi to increase cash flow and enrollment were the main topics.
- c. Treasurer- Jenny Boggs
 - i. In the Staff Council account there is \$290.91.
 - ii. In the Ginny Grottendieck account there is \$ 1115.41.
 - iii. One application for the Grottendieck Scholarship was received from Mandy Wiant's daughter. Jim Tatman made motion to approve \$250.00 scholarship, Neal Benson 2nd the motion. Motion PASSED.
- d. ACCE – Sheri Goff
 - i. Presented info from the ACCE meeting on 9/18/2017. With pay grade and policy changes SC can request HEPC come to campus to answer questions.

V. Old Business

- a. Staff Handbook – No updates available.
- b. SC Constitution Changes – Draft to be submitted at next meeting.
- c. Grottendieck Pictures – Needs to go to facilities for approval.
- d. GSC 100 Fee – No answers available as to where student fees go. This is to be re-organized next year.
- e. Donation Challenge Match – Discussed
- f. Employee Incentives – Form an activity committee discussed

VI. New Business

- a. Appointment of New Representatives-
 - i. Chelsea Stickelman volunteered to fill “Other Prof. Staff” opening. Neal Benson made motion to approve, Sheri Goff 2nd motion. Motion PASSED.
 - ii. Will seek another representative to fill vacant “Technical & Paraprof.” opening.
 - iii. Sheri Goff motioned for Neal Benson to fill the vacant vice-chair position. Jenny 2nd motion. Verbal vote of “aye”, no “naes”. Motion PASSED.
- b. Biomist Spray – Explained by Tom Ratliff
- c. Grottendieck Award Procedure Review
 - i. Does it have to go to cashier balance vs. going to the student – discussed
 - ii. Look at guidelines next meeting
- d. Committee Representatives
 - i. Facilities – Chelsea Stickelman
 - ii. Public Safety – Jim Tatman
 - iii. Fundraising – Sheri Goff
 - iv. Activity – Jodi Walters and Sara Rollins
- e. New employee welcome packets, web page updates, and furlough policy were all tabled until the next meeting.

VII. Next Meeting

- a. Next meeting will be Oct. 17, 2017 at 8:30am in MCCC 319.

VIII. Adjourn

- a. Jodi Walters made a motion to adjourn the meeting. Dustin Crutchfield 2nd the motion. Meeting adjourned at approximately 10:04 am.

Respectfully submitted,
Michele Lang, Secretary _____ Date _____

Rachel Adams, Chair _____ Date _____