Glenville State College
Staff Council Minutes
December 15, 2020
TEAMS MEETING/REPRESENTATIVES IN-PERSON

I. Call the Meeting to Order

a. Chair, Chelsea Stickelman called the meeting to order at 8:36 am.

II. Attendance

a. Members Present, in-person: Jason Gum, Chelsea Stickelman and Mandy Wiant
b. Members Present, via Teams: Ashley Nicholas, Michele Lang, Dustin Crutchfield, Cody
Moore and Cheyenne Carr
c. Members Absent: Casey Smola, Jim Tatman and Eric Marks
d. Other Attendance, via Teams: Rachel Clutter, Katie Morris, Sherry Jenkins, Tegan
McEntire, Jeremy Carter, Tisha Underwood, Hannah Rexroad, Rachel Adams, Robin
Meadows, Amanda Frymier, Donna Estep, Alecia Martin, Dale Cochran and Trae Sprague

III. Review of Minutes from Last Meeting

a. Review of minutes from November 17, 2020. Michele Lang motioned to approve, Dustin
Crutchfield seconded. Motion passed.

IV. Chair Comments

a. Chair had no comments.

V. Committee Reports

a. Human Resources – Tegan McEntire

i. Governor gave employees ½ day off on Christmas Eve and ½ day of on
NYE
ii. Have timesheets done by Friday, for staff and students

b. Board of Governor’s – Jason Gum

i. There was an executive BOG meeting in the last month, Jason did not
attend
ii. Kevin Evans attended to go over the faculty survey

iii. There is a BOG meeting tomorrow. Budget, enrollment and academic
programs (Master’s) updates should be given.
iv. The Cabinet is working on approving tuition and fees fall 2021 approved
by June. They are also trying to add fees (online, shuttle, etc.) to tuition
so that Financial Aid can cover the costs of fees.
1. If fees are charged in tuition, will Financial Aid reimburse all fee
money if student leaves?
2. Michele Lang mentioned that some colleges have tuition rates
by major

c. Treasurer’s Report – Mandy Wiant

i. $1360.41 in Ginny Grottendieck scholarship
ii. $555.91 in Foundations Staff Council account

d. ACCE – Michele Lang

i. There is a legislative rule for colleges to apply for exemption from
oversight of HEPC. This is up for the 30 day comment period.
ii. Legislative session was pushed to February 10
iii. FAFSA application numbers are down across the state. Students are not
getting help from counselors at their schools.
iv. The Covid vaccine was discussed. HEPC is following CDC guidelines to
dispense vaccine.
v. The HEPC funding model would be hard to implement right now
because of data, covid, etc.
vi. Class/Compensation position hasn’t been replaced yet. The pay scale for
state employees is supposed to be reviewed, but the committee has not
reviewed it.

e. CLC Committee – Chelsea Stickelman

i. The CLC Committee has not met. Still awaiting comments on academic
calendars.

f. Assessment Committee – Jason Gum

i. The Assessment Committee is reviewing the Academic Success Center’s
Assessment Report
ii. Tim Henline is a new member of the committee

g. GSC Historical Restoration Committee

i. This is a new committee to be created. The committee will try to seek
funding to improve/restore the Alumni House, Clark Hall and
Administration Building

h. President’s Cabinet – Bridget Carr

i. The cabinet discussed plans to help students get their tuition bills paid
ii. Dr. Manchin will propose the Nursing program to BOG
iii. Vaccination plan is in very early stages. Each individual college could
make the vaccine mandatory, but GSC will not
iv. Chelsea will send out the shared governance and vaccine plan

VI. Old Business

a. Constitution Update

i. Rachel Adams proposed not changing every year elections, so that a
whole council isn’t replaced in one year.
ii. Staff Council wanted to make changes to align with state code.
iii. Jason recommended the Council having an Executive Meeting to discuss
changes
iv. Staff Council decided to have a January meeting to present changes to
the Constitution to all staff. Staff will provide comments by the February
meeting, and Council will vote on the matter in March.

b. Christmas Decorating/Volunteers for judging

i. The door decorating contest will be judged on Thursday. Still need
volunteers to judges.
VII. New Business

a. Staff Development Applications

i. Bridget Carr submitted a Staff Development Application for $1000.
Bridget has not received any funds since last fiscal year. There is still
$10,000 in the Staff Development account.
ii. Jason motioned to approve application, Cheyenne seconded. Motion
passed.
iii. A contract was also added to new applications, for employee’s to sign
stating that they would stay employed by GSC for another year after
receiving funds, or they would have to return funds. (Per state code)

b. BOG Staff Update
i. No comments were provided to take to the BOG meeting
c. Meet & Confer 12/17
i. In the future, Staff Council will only schedule a Meet & Confer meeting
with Dr. Manchin if there is a specific need. There will be no meeting in
January.
d. Members for the Strategic Plan Committee
i. Dr. Morris needs two volunteers for the Strategic Plan Committee
ii. Trae Sprague and Hannah Rexroad volunteered
e. Staff Training for Welcome Back Week/Staff Meeting
i. Chelsea will schedule the Staff Council meeting for Welcome Back Week
ii. Jason recommended staff attending the Grant Workshop that is being
offered
iii. Michele recommended asking for an Intermediate Excel training to be
offered
VIII. Other Notes
a. Admissions, SSS and Public Safety will be moving. Admissions is moving to the current
Public Safety offices, Public Safety moving to current SSS offices, and SSS moving to
current Admission offices.
b. Barnes & Noble will be built into the LBH (current conference room/Pioneer closet
space) and a Starbucks will be built into the space as well
IX. Adjourn