

Glenville State College
Staff Council Minutes
June 25, 2024
IN-PERSON/TEAMS

- I. Call the Meeting to Order
 - a. Chair, Eric Marks called the meeting to order at 8:35 am
- II. Attendance
 - a. Members Present: Eric Marks, Cody Moore, Robin Meadows, Leslie Mason
 - b. Members Absent: Jenny Boggs
 - c. Other Attendance Lora Stump, Megan Evans, Carrie McKeown, Emily Tuner, Leslie Ward, Adrian Duelle, Chris Carver, Lora Freeland, Naomi Sanders, Tegan McEntire, Kay Gilbert, Sadie Murphy, Tisha Underwood, Peggy Ruyon, Chelesa Stickelman, Ashley Nicholson, Dustin Crutchfield, Lisa Eagle, Jeremy Carter, Mary Jones, Tim Underwood, Rachel Adams, Robert Woods, Megan Crumm, Wendy Broome, Casey Smola
- III. Review of Minutes from the Last Meeting
 - a. Eric reported that the May meeting was uneventful and that the minutes will be emailed.
- IV. Committee Reports
 - a. Human Resources Tegan McEntire
 - i. Everyone should use the new UKG button in Kronos. The old button is orange and the new button is green. If the green button doesn't say UKG Pro it will soon. Everyone should log into the old system and verify their accruals are accurate before Friday
 - ii. Timekeeper should verify everyone's time is correct before Friday including the student time.
 - iii. Chelsea asked when we will move staff to the new threshold. Tegan reported that everything will be entered by the July 1st deadline.
 - iv. Tim Underwood asked if we needed to delete time from the old system if it was accidentally entered there. Tegan said we did.
 - v. Tegan reported that new mouse pads are available in the HR office.
 - vi. Jason asked if essential employees who could not work during state of emergency needed to report that as time off on their time card. Tegan verified that was true.
 - b. Treasurer- Eric Marks
 - i. Ginny Grottendieck was \$2,750.41 and the scholarship fund increased by \$60 to \$2810.41
 - c. Board of Governors- Leslie Mason

- i. ULC– Eric Marks
 - i. Eric reported that ULC has not met.
- V. New Business
 - a. Staff Professional Development Discussion Application
 - i. Eric asked that the new application be given to the council for voting. Chris agreed to send his latest copy to Eric.
 - b. At-Large Representative Nomination Update
 - i. Eric explained that positions were opened for the 4, 6, and 7 job groups Robin