



Monthly Meeting

January 17, 2024 | 8:15 a.m. - Noon | Rhododendron Room, Mountainlair | Zoom

Staff Council promotes a positive work environment for all Classified Employees through effectively advocating for our peers in the University's decision-making process.

Name	Title	Department	Present
Barclay, Anne	Assistant Accountant	Shared Services	Yes
Browne, Thea	Administrative Assistant Senior	University Libraries	Yes
Bucklew, Jay	Administrative Associate	Research Integrity & Compliance	Yes
Castner, Paul	Trades Specialist II	Auxiliary/Maintenance	Yes
Crabtree, Joan	Manager, Physical Plant II	Auxiliary/Operations	Yes
George-Jones, Tara	Program Manager	Global Affairs	Yes
Joplin, Michael	Manager Physical Plant II	Auxiliary Operations	No*
Lemine, Matthew (Brett)	Trades Specialist I	Auxiliary Maintenance	Yes
Richards, Tim	Piano Technician Senior	College of Creative Arts, Music	No*
Robinson, Shirley	Administrative Assistant	Academic Affairs Admin.	Yes
Savage, Diana	Campus Service Worker Lead	Auxiliary/Operations	No*
Seime, Sarah	Director, HR Partners	T&C, Employee Relations	Yes
Stewart, Dianne	Administrative Associate	Engineering & Mineral Resources	Yes
Twyford, John	PRT Technician II	Auxiliary PRT	No*
Vincent, Jodi	Administrative Assistant	WRC and LGBTQ+ Center	Yes

**Excused*

Also in Attendance: Melissa Craddock, *Assistant Accountant, SSC*
 Dana Musick, *Administrative Assistant, CAHS*
 Logan Pierce, *Internal Senates Liaison, SGA*
 Holly Leleux-Thubron, *University Communications Specialist Sr, UR*
 Treasure Barberich-Wyckoff, *Administrative Assistant, Arts & Sciences*

Submitted By: Janelle Squires, *Administrative Secretary, Staff Council Office*

Call to Order

The meeting was called to order by the chair, Shirley Robinson, at 8:29 a.m. and a quorum was established.

First Business

Approval of November and December minutes motioned by Brett. Jodi seconded. All in favor and motion carried.

Treasurer's Report

By Joan Crabtree, *Secretary/Treasurer*

Joan reported a November beginning balance of \$1,733.52 with one expense of \$21.20 for the telephone. That left an ending balance of \$1,712.32.

Joan reported a December beginning balance of \$1,712.32 with the following expenses:

- \$21.20 (telephone)
- \$40.00 (Champion Awards & Trophies – Classified Staff Emeritus plaque)
- \$10.89 (shipping of plaque)
- = \$72.09 total expenses

That leaves an ending balance of \$1,640.23

Approval of Treasurer's Reports motioned by Paul. Tara seconded. All in favor and motion carried.

Chair's Report

By Shirley Robinson

Shirley reported she attended the recent Faculty Senate meeting and the Sustainability Committee meeting in place of Annie, who was unable to attend.

She also attended the working group for Marketing, Communication and Recruitment chaired by BOG member, Susan Lavenski. They will be working together with Sharon Martin's team and the provost.

Advisory Council of Classified Employees (ACCE) Report

By Jodi Vincent, *Classified Staff Council Rep.*

Jodi reported she had shared the November meeting minutes to the group. December minutes have not yet been approved.

They are following the legislative session. The DEI bill, [HB 3503](#) has been introduced but there may be several amendments.

Board of Governors (BOG) Report

By Shirley Robinson, *Classified Staff Council Rep.*

Shirley reported there is a committee that has been established to identify qualities and attributes that will be reviewed for a new University president upon President Gee's retirement in 2025 and is being chaired by BOG member, Dr. Patrice Harris. This is not the search committee.

The next meeting is scheduled for February 23rd.

Committee Reports

Legislative

By Jay Bucklew, *Chair*

Jay reported he shared the legislative update from Travis Mollohan, Associate VP, Corporate and Government Relations, with the group. He also advised to check [Under the Dome](#) to stay up to date. There are currently several bills in the House and Senate. The [SB 333](#) relates to dissolution of PEIA and converting to an employer-owned mutual insurance company, so that is an item of interest for higher education.

The committee will meet tomorrow.

Compensation

No report currently.

Tuition Assistance/Scholarship

By Dianne Stewart, *Chair*

Dianne reported there were eleven scholarships awarded for the Spring 2024 term.

Welfare Committee

By Paul Castner, *Chair*

Paul reported they had lost a few sponsors for the coat drive, but Shirley had found a donor that had kindly donated \$1,000 which covered the cost of coats and gloves for four families that remained. Another donor purchased coats and gloves for one family and another person donated \$25.

Shirley helps feed individuals experiencing homelessness on Saturdays, and the extra coats were distributed to them. They were very appreciative of receiving a new, warm coat for the winter.

Shirley thanked the group and Dana Musick for their assistance with this project.

Athletic Council

By Shirley Robinson, *Classified Staff BOG Rep.*

Shirley reported they will be meeting in the Spring.

Blood Drive

By Dianne Stewart, *Coordinator*

Dianne reported she has not spoken with the Red Cross representative but will contact her regarding a spring blood drive.

Sustainability

By Shirley Robinson, *on behalf of Annie Barclay, Classified Staff Council Rep.*

Shirley reported she attended the Sustainability Committee meeting in Annie's absence.

Sven Verlinden, Director of Plant and Soil Sciences, gave an update that they are trying to find a composting facility location.

Traci Knabenshue, Director of Sustainability, gave the budget report for composting facility and equipment.

They were also given information from Garrett Oursler, Davis College Senator, SGA, about transporting food to donation sites.

The committee chair, Kirsten Stephan, shared that they are working through comments from a Spring 2021 survey.

Shirley would like to invite Traci to a future meeting to provide more information about this committee.

Tobacco-and Smoke-Free

By Diana Savage, *Classified Staff Council Rep.*

Diana was unable to attend the meeting.

Old Business

We have reestablished the Student Retention ad-hoc committee. Logan Pierce, Internal Senates Liaison, SGA, has been corresponding with Shirley. He shared that he and Student Body President, Madison Santmyer, discussed having a mixer event with Staff Council, Faculty Senate, and Graduate Professional Student Senate. She would like to have it next Tuesday at 6:00 p.m. They need to reserve a location in the Mountainlair.

New Business

Shirley shared that someone who retired from WVU and now works at a community college in North Carolina had asked about establishing a Staff Council there. Shirley is compiling information to send to her that will help them with this. Their president is on board with this as well.

There is a new webpage on our website called Chair's Corner. This will feature an inspirational quote each month to offer encouragement and positivity.

In addition, there is an Employee Spotlight featured on our website where we will spotlight a classified staff member each month.

The Executive Committee discussed ways to boost morale. Some ideas that were brought up for a "WVU Staff Day brought to you by Staff Council":

- Black Bear game
- WVU Women's Basketball game
- WVU Baseball game
- WVU Women's or Men's Soccer game
- CAC event
- Tailgate at a football game
- Coffee and Conversation with administration
- Bowling at Mountainlair
- Blood Drive with Pitt or Penn State

Dianne suggested a wrestling match. She and Jay mentioned the event with wrestling and gymnastics called Beauty and the Beast.

Shirley will check some prices and the group can discuss further at next month's meeting.

Tara is looking into establishing an outstanding staff person of the year award. This award is for a classified employee to honor an outstanding staff person to recognize loyalty, performance, commitment, and dedication to their department.

She is also looking at the Staff Advocacy Award that is featured on our website.

President's Meeting

The President's Meeting is scheduled for Monday, January 22, 2024, beginning at noon, via Zoom. Items for the agenda were as follows:

1. WVU's legislative priorities
2. Once the raise that was announced by the governor is implemented, how will it be distributed?
3. What does the future look like after the Academic Transformation?

Adjournment

Brett motioned to adjourn the meeting. Tara seconded. All in favor and meeting adjourned at 9:55 a.m.