



Meeting Minutes

November 18, 2020 | 8:15 a.m. | Remote Meeting

**Excused*

Name	Title	Department	Present
Browne, Thea	Administrative Assistant Senior	University Libraries	Yes
Crabtree, Joan	Supervisor Campus Services	Facilities Management	Yes
Dunson, Terrence	Campus Service Worker	HSC Facilities Management	Yes
Goodman, Andrew	Library Associate	University Libraries	Yes
Henderson, Angela	Program Assistant II	A&S World Languages	Yes
Hughes, Tiffany	Residence Life Specialist	SL Housing & Residence Life	Yes
Martin, Lisa	Special Events Coordinator Senior	Event Management	Yes
Musick, Dana	Administrative Secretary Senior	CEHS	Yes
Nichols, Melanie	Supervisor Campus Services	Facilities Management	Yes
Patrick, Kevin	Project Coordinator	University Registrar	Yes
Robinson, Shirley	Administrative Assistant	Academic Affairs Admin.	Yes
Runyon, Peggy	Campus Police Officer Lead	University Police Department	Yes
Stewart, Dianne	Program Assistant II	Undergraduate Admissions	Yes
Tennant, Amber	Director	T&C, Employee Relations	Yes
Torries, Michael	Academic Lab Manager II	Chemistry	Yes
Villers, Charlene	Nutrition Outreach Instructor	Extension Services	No*
Weimer, Brian	Trades Specialist I	HSC Facilities Management	Yes
Walls, Natalie	Assistant Director	T&C, Employee Relations	No*

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

Call to Order

The meeting was called to order by the chair, Peggy Runyon, at 8:20 a.m., and a quorum was established.

First Business

Approval of October minutes motioned by Dianne. Terry seconded. All in favor and motion was carried.

Treasurer's Report

By Melanie Nichols, *Secretary/Treasurer*

Melanie reported an expense of \$21.20 for the telephone. We still do not have our budget.

Chair's Report

By Peggy Runyon, *Chair*

Peggy did not have much to report but thanked Terry for sending her the report which he will upload to the Teams Files. It included a chart of the regional hospitals with the number of regular and ICU beds which shows they are close to capacity.

Per the Faculty Senate, they are looking into the rumor that Campus Carry will be re-introduced this legislative session.

Advisory Council for Classified Staff Employees (ACCE) Report

By Shirley Robinson, *ACCE Classified Staff Rep.*

Shirley reported they discussed legislative issues during their last meeting and what their plans are. They would like to set up a remote meeting with the Executive Committee; other educational leadership members; reach out to members of Senate and House Education Committee as well as to the Advisory Council of Faculty (ACF) representative. They believe Campus Carry will be re-introduced.

She recently sent out a document to the group, Series 64, Legislative Rule, Administrative Exemption, regarding schools who would like to apply for exemption status. Currently only WVU, Marshall University and WV School of Osteopathic Medicine have this exemption status. The Chancellor had sent it to all state higher ed school presidents for feedback. Revisions of the bill are open for a 30-day comment period.

Board of Governors (BOG) Report

By Lisa Martin, *BOG Classified Staff Rep.*

Lisa thanked Amber for providing her information for her annual BOG report. Thanks to Mike for assisting her with the charts. Melanie and Tiffany provided an oversight of their jobs and did an excellent job. She received positive feedback from attendees regarding their reports. The Staff Council chairs from Potomac State and Tech also gave a report on their respective campuses.

She gave an overview of pay ranges for classified staff effective February 1 and then did a comparison of the numbers of classified staff, non-classified staff and faculty members effective October 1:

- 1,655 classified staff employees
- 1,802 non-classified employees
- 2,703 faculty employees

She also gave an overview of what Staff Council has been doing which included numbers for Tuition Assistance; Tuition Scholarship for Children of Classified Staff; the Red Cross blood drive sponsorships; coat drives; backpack drives; years of service certificates for classified staff; classified staff emeritus; and game nights with students.

WVU Tech shared their iServe hours and Potomac State provided photos of their Staff Council officers and their campus.

As part of the regular BOG meeting, the economic outdoor collaborative with the remote worker program was announced and board members were given an overview of that.

Meshea Poore, VP for Diversity, Equity & Inclusion, gave an update for the action-oriented committees that were formed across campus related to the petition that came out in June.

During the regular meeting, they discussed where we are with Covid as well as some projects that are underway. One is the Virgin Hyperloop which is a great opportunity for the state and WVU.

They voted on and approved the Carpentry major; a new BS in education and graduate certificates; and a new MS in Statler College for petroleum analytics.

Melanie added she was grateful for the opportunity to put her department in a positive light. She received positive feedback and emails from the president; and Valerie Lopez, Special Assistant to the BOG, asked her to expand on some points she talked about.

Tiffany also shared she received some nice emails.

Dr. Patrice Harris has joined the BOG. She brings a lot of experience to the table. She is a WVU alumnus and is the first woman of color to be president of the American Medical Association (AMA).

Committee Reports

Legislative

By Michael Torries, *Chair*

Mike did not have any new information to report. He will reach out to Travis Mollohan, Director of State, Corporate & Community Relations, to see if he's heard anything regarding Campus Carry.

Kevin added they are uncertain if anybody will be allowed in the Capitol.

Michael added an addendum at the end of the meeting to share he heard back from Travis and he confirmed they are talking to new members and leadership to formulate a strategy. They don't know who will be let in the Capitol building but will keep him updated.

Compensation

By Terrence Dunson, *Chair*

Terry reported he's been looking through files/minutes from prior meetings regarding compensation to compile a report along with some Big 12 schools' numbers which he'll eventually upload to the Teams Files.

Brian had contacted a handful of Big 12 schools about what they're doing during the pandemic regarding any additional benefits they're offering to staff. Many are working from home and don't have any foresight into what direction they will go.

Tuition Assistance

By Joan Crabtree, *Chair*

Joan thanked Dianne for her reports and updating the group during the past few meetings in her absence.

The deadline for the Spring 2021 Tuition Assistance was November 16. We received 13 applications with one applicant who appealed due to missing the deadline.

The deadline to apply for the Tuition Scholarship for Children of Classified Staff for academic year 2021-22 is March 1.

Welfare

By Dianne Stewart, *Chair*

Dianne reported she received three requests for winter coats. She set up a Teams group with their contact at HSC who is assisting them.

They are working with Dr. Brian Powell, a CS101 instructor, regarding sending out communication to those people who are interested in taking the virtual class for Word, Excel, etc.

Athletic Council

By Shirley Robinson, *Classified Staff Rep.*

Shirley reported they met remotely on November 4. Shane Lyons, Director of Athletics, gave an update on NCAA concerns. They want to compensate student athletes based on their name, image and likeness. They will meet in January to determine if this is something they'll consider.

They discussed legislature for student athletes in non-revenue sports to allow a one-time transfer upon which they will be able to play immediately. The revenue sports like football and basketball, they want students to wait a year to be eligible to play after a transfer.

Some fall and winter sports have elected to play their season in Spring, such as Soccer; others are playing now and could move their championship to Spring.

Steve Uryasz, Executive Senior Associate Athletics Director, talked about Covid testing protocols; football and basketball athletes are being tested three times.

The impact of not having fans attend games resulted in a \$15 million dollar loss.

They discussed cost savings for Athletics as they previously had a \$92 million budget but has since been reduced to \$83 million. They had to reduce personnel and a 2.5% salary cut for staff and 10% cut for administrative positions. The funding for travel was moved elsewhere being they aren't traveling right now.

There were 65 staff members who were furloughed for two months and 12 RIF'd staff positions. There could possibly be additional RIF's.

Their next meeting will be sometime in December.

Blood Drive

By Dana Musick

Dana shared she received an email from her contact at Red Cross who has been working on scheduling one or two blood drives. They'd like to know if we were interested in having one on March 22, 2021 at the St. John's University Parrish.

If interested in helping, please let her know.

Sustainability

By Angela Henderson, *Classified Staff Rep.*

Angela reported last Spring, the committee was working on a memo for the BOG about carbon neutrality as a goal for WVU but covid happened and this year they may shift their focus on sustainability and green energy.

They discussed surveying faculty and students (she asked to include staff) and will be working on questions for the survey during upcoming meetings. If there are any items you'd like to see, please let her know.

Melanie had heard some time ago there were plans to install solar panels at the Law School. Angela said there are contracts involved currently but state legislature passed legislation encouraging solar fields on ground fields no longer used. So far only Raleigh County put out a bid.

Melanie also noted Sustainability Week was held last week and ENEWS had a segment where you could answer some questions to enter a drawing. Angela said the student ambassadors of the committee oversaw that.

Old Business

Amber updated the group regarding what is happening with Dining Services after the students leave for the remainder of the fall semester. The WVU employees in Dining Services will not be furloughed. Sodexo had previously said they had plans to furlough some of their employees but upon some negotiations that Rob Alsop, VP for Strategic Initiatives, had with that group, she is happy to report they will keep employees active.

She does not have any indications of RIF's or furloughs for the rest of the University while the students are off campus.

Melanie asked about the report from the Go Beyond to determine who has received accolades over the past year regarding the employee of the month/year initiative that was discussed at the last meeting. Some members think it would be a helpful tool but as Amber had indicated, not everyone utilizes that portal to recognize employees.

Joan serves on the Nuts & Bolts Committee, along with Melanie, and they have employee appreciation events for their staff. The committee also oversees the Shining Star award.

Amber shared Ted Svehlik, Assistant Vice President and Chief Procurement Officer, had sent out a pulse survey to his team and will be sharing the results from the 350 responses they received. Most of them feel they can safely perform their duties; they have a good supervisor and have a good work/life balance. They also feel their benefits suits their needs; they receive feedback of their performance; and have a job that makes good use of their skills and abilities. Some areas of improvement are compensation; creating growth opportunities; and helping employees feel valued.

He will work with his leadership team, Talent & Culture, as well as supervisors and employees to look at ways to improve those areas.

Peggy will follow up with the Election Committee members to see if they would still like to serve on it and possibly invite them to the next meeting.

Amber will contact someone in Leadership and Organization Development about the survey they sent out around the time the Welfare Committee's survey went out that pertained to the interest in having Word, Excel, etc., training classes.

Amber reminded the group that she, along with Melanie and Joan, serve as part of the University's COVID-19 Planning Groups so if there are any items you'd like addressed, let them know.

She shared that all on-campus and hybrid employees will need tested again before returning for Spring semester. More information will be forthcoming. They are still looking at remote only employees but doesn't believe there will be any major changes.

Kevin mentioned he had an issue before the actual remote working happened and was working from home at the time. He tried to register online with WVU for testing but since he was temporarily working from home he was locked out. He's not sure if it's relevant now with all the available testing but wanted to put it out there.

Melanie added they've had discussions on the daily wellness survey and if it's necessary for people who never come on campus. She heard there's about a 25% compliance, including students.

Andrew is concerned mostly with student compliance. Back in September when they were limiting the number of students allowed in the library, most did not know about the daily wellness survey and pass. Amber believes email is probably not the best way to reach students. Student Conduct is managing the sample testing compliance for students.

Tiffany said she's been completing the survey nearly every day except one time when she was out of state. She wondered what would happen if she said she did say 'yes' to a question. She lives and works in a residence hall which she manages so no one asks to see her pass.

As Amber understood it, the professors would ask to see students' daily passes. She is unsure how many are asking to see it.

Regarding saying 'yes' to the symptoms questions, she believes someone from the CARES Team that may include student health and task force will contact you. The intent is you cannot come on campus if experiencing symptoms.

Many members had different experiences when they answered 'yes' to a symptom; some did not receive anything; or it just listed who to contact for more info; or it gave a green thumb's up.

Andrew is concerned with the mask compliance. At the library, about 50% of the students are wearing one.

Tiffany said those who are seen without a mask at the residence halls get documented.

Melanie said the University is paying someone \$12/hour from Rhino Services to work at the Lair from 3 p.m. to 9 p.m. to tell everyone to put their mask on.

President's Meeting

The President's Meeting is scheduled for Monday, November 30, 2020 via Zoom. The group could not determine any urgent agenda items.

Lisa motioned to suspend the President's Meeting. Melanie seconded. All in favor and motion was carried.

Adjournment

Michael motioned to adjourn. Lisa seconded. All in favor and meeting adjourned at 10:30 a.m.