Monthly Meeting

July 19, 2023 | 8:15 a.m. - Noon | Mountainlair, Bluestone Room | 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.

*Excused

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Department</th>
<th>Present</th>
</tr>
</thead>
<tbody>
<tr>
<td>Browne, Thea</td>
<td>Administrative Assistant Senior</td>
<td>University Libraries</td>
<td>Yes</td>
</tr>
<tr>
<td>Bucklew, Jay</td>
<td>Administrative Associate</td>
<td>Research Integrity &amp; Compliance</td>
<td>Yes</td>
</tr>
<tr>
<td>Castner, Paul</td>
<td>Trades Specialist II</td>
<td>Auxiliary/Maintenance</td>
<td>No*</td>
</tr>
<tr>
<td>Crabtree, Joan</td>
<td>Manager, Physical Plant II</td>
<td>Auxiliary/Operations</td>
<td>Yes</td>
</tr>
<tr>
<td>Frease, Ian</td>
<td>Supervisor PRT System Operations</td>
<td>Auxiliary PRT</td>
<td>Yes</td>
</tr>
<tr>
<td>George-Jones, Tara</td>
<td>Program Manager</td>
<td>Global Affairs</td>
<td>Yes</td>
</tr>
<tr>
<td>Joplin, Michael</td>
<td>Manager Physical Plant II</td>
<td>Auxiliary Operations</td>
<td>No*</td>
</tr>
<tr>
<td>Lemine, Matthew</td>
<td>Trades Specialist I</td>
<td>Auxiliary Maintenance</td>
<td>Yes</td>
</tr>
<tr>
<td>Luzier, Joshua</td>
<td>Trades Specialist Lead II</td>
<td>Auxiliary Maintenance</td>
<td>No</td>
</tr>
<tr>
<td>Morriston, Scott</td>
<td>Maintenance Worker II</td>
<td>Auxiliary PRT</td>
<td>No</td>
</tr>
<tr>
<td>Richards, Tim</td>
<td>Piano Technician Senior</td>
<td>College of Creative Arts, Music</td>
<td>Yes</td>
</tr>
<tr>
<td>Robinson, Shirley</td>
<td>Administrative Assistant</td>
<td>Academic Affairs Admin.</td>
<td>Yes</td>
</tr>
<tr>
<td>Savage, Diana</td>
<td>Campus Service Worker Lead</td>
<td>Auxiliary/Operations</td>
<td>No*</td>
</tr>
<tr>
<td>Seime, Sarah</td>
<td>Director, HR Partners</td>
<td>T&amp;C, Employee Relations</td>
<td>No*</td>
</tr>
<tr>
<td>Stewart, Dianne</td>
<td>Administrative Associate</td>
<td>Engineering &amp; Mineral Resources</td>
<td>No*</td>
</tr>
<tr>
<td>Twyford, John</td>
<td>PRT Technician II</td>
<td>Auxiliary PRT</td>
<td>Yes</td>
</tr>
<tr>
<td>Vincent, Jodi</td>
<td>Program Assistant II</td>
<td>AS Social Work</td>
<td>Yes</td>
</tr>
<tr>
<td>Zamora, Sarah</td>
<td>Program Assistant II</td>
<td>Auxiliary Transportation Services</td>
<td>Yes</td>
</tr>
</tbody>
</table>

Also in Attendance:  Karen Beal, Library Technical Assistant II, Libraries
Dana Musick, Administrative Assistant, CAHS
Dana Savage, Assistant Director, T&C Employee Relations
Holly Leleux-Thebron, University Communications Specialist Senior, UR
Katie Thompson, Curator, Libraries

Guest Speakers: Logan Pierce, WVU Internal Senates Liaison
Madison Santmyer, SGA At-Large Senator

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 June minutes motioned by Thea. Brett seconded. All in favor and motion carried.

Treasurer’s Report

The balance in May was $4,086.97 with the following expenses:

- $87.62 (Amazon)
- $21.20 (telephone)

=$108.82 total expenses

That left an ending balance of $3,977.85.

The balance in June was $3,977.85 with one expense of $21.20 for the telephone.

That left an ending balance of $3,956.65

Approval of Treasurer’s Report motioned by Jodi. Thea seconded. All in favor and motion carried.

Chair’s Report

By Shirley Robinson

Shirley reported she has attended the Faculty Senate meetings as well as the Campus Conversations.

Advisory Council of Classified Employees (ACCE) Report

By Jodi Vincent, Classified Staff Council Rep.

Jodi will attend her first meeting as the new Classified Staff Council representative on July 24-25 at Canaan Valley Resort.
Board of Governors (BOG) Report

By Shirley Robinson, Classified Staff Council Rep.

Shirley reported she will attend the July 31st BOG meeting as the new BOG Classified Staff Council representative.

Guest Speakers

Student Retention Efforts

Logan Pierce, WVU Internal Senates Liaison
Madison Santmyer, SGA At-Large Senator

Madison and Logan agreed to speak to the group regarding student retention efforts and how Staff Council can contribute. They would like to improve the relationship between SGA, Faculty Senate and Staff Council as it is vital we all work together.

Shirley would like to reinstate the Staff Council Student Retention ad-hoc committee. Madison and Logan would be happy to work with that committee going forward.

During SGA meetings, they’ve discussed featuring student testimonials on our major websites and the importance of mentoring during freshman year.

There is an initiative in the works with the State Senator and a previous Senator that Madison has been corresponding with. They would like to focus on West Virginians especially with items such as more student to student conversations and having resources in one place.

They meet every Wednesday at 7:30 p.m. in the Vandalia Lounge at the Mountainlair. They can also provide a Zoom link upon request.

New Business

Shirley opened the floor for nominations for the Vice Chair of Staff Council. Sarah nominated Thea but she declined. Thea nominated Jay and he accepted. Shirley nominated Tara but she declined. No other nominations were made. All in favor. Jay is the Vice Chair.

Shirley opened the floor for nominations for the Secretary/Treasurer. Thea nominated Joan and she accepted. No other nominations were made. All in favor. Joan is the Secretary/Treasurer.

The floor was opened for nominations for the Parliamentarian. Thea nominated Tara. Brett seconded. No other nominations were made. All in favor. Tara is the Parliamentarian.
The floor was opened for nominations for the two (2) Members-At-Large. Thea self-nominated. Tara seconded. Ian nominated Brett and he accepted. Thea seconded. No other nominations were made. All in favor. Thea and Brett are the Members-At-Large.

Shirley received responses from some members regarding their committee preferences. She will compile a list of the committee appointments to provide to the group.

The Staff Council retreat will be held August 9 at the Westvaco Natural Resources Center. The group usually meets on the third Wednesday of each month but August 16 is the first day of classes so the monthly meeting will be held prior to the retreat on August 9 beginning at 8:15 a.m.

**President’s Meeting**

The President’s Meeting is scheduled for Monday, July 24, 2023, beginning at 11:00 a.m., via Zoom.

Items for the agenda were determined as follows:

- Update on PEIA disbursement
- Update on RIFs. Are the President’s and Provost’s Offices under the same review as others?
- Status of the Campus Carry committee

**Adjournment**

Thea motioned to adjourn. Tara seconded. All in favor and meeting adjourned at 11:00 a.m.