



## Monthly Meeting

**March 15, 2023 | 8:15 a.m. - Noon | Bluestone 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.*

<b>Name</b>	<b>Title</b>	<b>Department</b>	<b>Present</b>
Blake, Tammy	Academic Program Associate	Animal & Nutritional Sciences	No*
Browne, Thea	Administrative Assistant Senior	University Libraries	Yes
Bucklew, Jay	Administrative Associate	Research Integrity & Compliance	Yes
Cantrell-Byrd, Nancy	Program Assistant II	CLASS	Yes
Crabtree, Joan	Manager, Physical Plant II	Auxiliary/Operations	Yes
Henderson, Angela	Program Assistant II	A&S World Languages	Yes
Martin, Lisa	Special Events Coordinator Senior	Event Management	Yes
McMillen, James	Campus Service Worker	Auxiliary/Operations	No*
Robinson, Shirley	Administrative Assistant	Academic Affairs Admin.	Yes
Roman, Michelle	Assistant Accountant	SSC Financial Management	No*
Savage, Diana	Campus Service Worker Lead	Auxiliary/Operations	Yes
Seime, Sarah	Director, HR Partners	T&C, Employee Relations	Yes
Stewart, Dianne	Administrative Associate	Engineering & Mineral Resources	Yes
Thomas, Jude	PRT Electronics Specialist I	Auxiliary/PRT	No*
Weimer, Brian	Trades Specialist I	Auxiliary/Operations	Yes

*\*Excused*

**Also in Attendance:** *Melissa Craddock, Assistant Accountant, SSC Financial Management*  
*Holly Leleux-Thebron, Communication Specialist, Senior, UR Communications*

**Guest Speakers:** *Samantha Burwell, Director, Talent and Culture*  
*Valerie Bailey, Project Manager, Talent and Culture*

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

### **Call to Order**

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

### **First Business**

Joan had a correction in the February minutes under the Treasurer's Report. The ending balance was \$4,150.27 not \$4,150.77. Janelle made the correction.

Approval of amended February minutes motioned by Angela. Brian seconded. All in favor and motion was carried.

### **Treasurer's Report**

By Joan Crabtree, *Secretary/Treasurer*

Joan reported a beginning balance of \$4,150.27 with one expense of \$21.20 for the telephone. That leaves an ending balance of \$4,129.07.

Approval of Treasurer's Report motioned by Angela. Brian seconded. All in favor and motion was carried.

### **Chair's Report**

By Shirley Robinson

Shirley reported she recently met with Samantha Burwell, Director, Talent and Culture, and the Scholarship Committee concerning the Day of Giving. Samantha and Valerie Bailey, Project Manager, Talent and Culture, will present the Day of Giving social media challenges timeline later this morning.

She also attended the Faculty Senate meeting that was held recently.

She met with ACCE chair, Lindsay Morgan, from Parkersburg. She would like to have quarterly meetings with Staff Council chairs.

### **Advisory Council for Classified Employees (ACCE) Report**

By Shirley Robinson, *ACCE Classified Staff Rep.*

Shirley reported they have been focusing on the shared governance survey. Shirley will share the questions with the group under New Business for input. It will then be distributed to the presidents for their approval.

## **Board of Governors (BOG) Report**

By Lisa Martin, *BOG Classified Staff Rep.*

Lisa reported they had a meeting in February. They met the two new presidents, President Stewart and President Gilmer. They each shared their impressive backgrounds and reiterated their commitment to each of their respective colleges, to the University, and to the students.

Dr. Gee talked about our students' education being our highest priority as well as our service to the state. One particular statement he made that stood out was, 'Higher education is changing, and we must change with it or be left behind. We must adapt.'

There are still proposed changes to the BOG Rules out for comment until sometime around March 20<sup>th</sup> or 21<sup>st</sup> and those are available to review on the notice of proposed rule-making website.

They were given a notice of the plans to widen Beechurst Avenue and have a new four-way intersection at Beechurst, Campus Drive and First Street.

They also had a consent agenda for several new degree programs in Psychology, Neuroscience, Engineering Technology, and a few others.

There will be a \$1 million renovation to our Evansdale Café kitchen.

They will have a special meeting on Friday. The agenda should be available on their website.

The next meeting is scheduled for April 21<sup>st</sup> at the Erickson Alumni Center.

## ***Committee Reports***

### **Legislative**

By Dianne Stewart, *Chair*

Dianne does not have any additional items to report other than what Shirley sent out recently to the group.

### **Compensation**

By Angela Henderson, *Chair*

Angela reported they have postponed their quarterly until April. Please send her any questions to take.

### **Tuition Assistance/Scholarship Program**

By Dianne Stewart, on behalf of Joan Crabtree, *Chair*

Dianne reported we have a balance of \$13,466 in our account for scholarships for summer semester. We should be able to award eleven scholarships for summer.

Joan added the deadline to apply for the Staff Council Scholarship Program for the fall semester is May 1<sup>st</sup>.

### **Blood Drive**

By Dianne Stewart

Dianne reported there is nothing scheduled for now so she will await word from Ryan, the Red Cross contact person.

### **Welfare**

By Tammy Blake, *Chair*

Tammy was unable to attend the meeting.

### **Athletic Council**

By Shirley Robinson, *Classified Staff Rep.*

Shirley reported they will meet over the summer.

### **Sustainability**

By Angela Henderson, *Staff Council Rep.*

Angela reported they had a meeting the first week of March. She could not attend it but will have a report next month from their minutes.

### **Tobacco-and Smoke-Free Steering Committee**

By Diana Savage, *Classified Staff Rep.*

Diana sent out the report to the group recently from the Compliance Officer.

Joan offered to briefly run down the report to those who did not have a chance to look at it.

For the month of February:

Citations issued:

- Downtown – 1
- HSC – 2

Interactions:

- Downtown – 185
- HSC – 295
- Evansdale – 38

### ***Guest Speakers***

#### **Day of Giving Social Media Challenges Timeline**

Samantha Burwell, *Director, Talent and Culture*

Valerie Bailey, *Project Manager, Talent and Culture*

Staff Council will be participating in the Day of Giving which will be held on March 22<sup>nd</sup> in an effort to raise money for the Staff Council Scholarship Program. This is a collaboration between Talent and Culture and Staff Council.

Valerie shared the Day of Giving website as well as the Day of Giving Staff Council webpage.

They provided a checklist that will be provided to the group that included creating a Facebook and Twitter account to share the hashtags for Day of Giving and to participate in social media challenges.

The Day of Giving Staff Council Scholarship Program social media challenges timeline:

- 8 a.m. – Tweet Challenge
- 9 a.m. – Campus Photo image
- 12 p.m. – First-Time Donors Challenge
- 2 p.m. – Tweet Challenge
- 4 p.m. – WVU Gear Kid Photo Challenge
- 7 p.m. – WVU Gear Pet Photo Challenge
- 8 p.m. – Tweet Challenge
- 9 p.m. – ‘Country Roads’ Challenge

Shirley will be participating in the ‘Country Roads’ Challenge and will be singing the song on a Zoom video that Dakota Sabo, Marketing Strategist, Strategic Initiatives, will be assisting her with.

### **New Business**

Shirley shared the ACCE governance survey questions with the group. They want to learn more about the staff's experience with shared governance within their institutions. The survey should take approximately 5-10 minutes and consists of seventeen questions. Shirley will also be talking with President Gee and administration about any concerns with the survey. She will then send out the document with the survey questions to Staff Council to be kept confidential until the time of distribution. All in favor and motion was carried.

### **President's Meeting**

The meeting is scheduled for Monday, March 20, 2023, beginning at noon, via Zoom. Items for the agenda were determined as follows:

1. Legislative update
  - a. Preparations and implementation of Campus Carry
  - b. Will there be Staff Council representation within the Campus Safety Group?
2. Budget overview
3. Will you please elaborate on your statement during the BOG meeting? You had stated 'Higher education is changing. We must change with it or be left behind. We must adapt.'

### **Adjournment**

Angela motioned to adjourn. Brian seconded. All in favor and meeting adjourned at approximately 10:30 a.m.