



## Monthly Meeting

**October 18, 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.*

<b>Name</b>	<b>Title</b>	<b>Department</b>	<b>Present</b>
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	No*
George-Jones, Tara	Program Manager	Global Affairs	Yes
Joplin, Michael	Manager Physical Plant II	Auxiliary Operations	Yes
Lemine, Matthew (Brett)	Trades Specialist I	Auxiliary Maintenance	Yes
Morrison, Scott	Maintenance Worker II	Auxiliary PRT	No
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	Yes
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	Program Assistant II	AS Social Work	Yes

*\*Excused*

**Also in Attendance:** Joshua Harman, *Project Coordinator, AS Political Science*  
 Corey Hunt, *Office Administrator, ACA Faculty Senate*  
 Kasandra Lambert, *Assistant Director, RES Integrity, and Compliance*  
 Dana Musick, *Administrative Assistant, CAHS*  
 Logan Pierce, *WVU Internal Senates Liaison*  
 Brian Powell, *Teaching Assistant Professor, CEMR Comp Science & Electrical*  
 Sydney Pringle, *Administrative Assistant, History*  
 Jason Rice, *Program Assistant II, AS Communication Studies*  
 Holly Leleux-Thebron, *University Communications Specialist Senior, UR*  
 Treasure Barberich-Wyckoff, *Administrative Assistant, Arts and 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 8:28 a.m. and a quorum was established.

### **First Business**

Tara was marked present on the draft minutes in error. That was corrected. Approval of September minutes with correction motioned by Tara. Jodi seconded. All in favor and motion carried.

### **Treasurer's Report**

By Shirley Robinson on behalf of Joan Crabtree, *Secretary/Treasurer*

Joan provided the report in her absence. Shirley reported a beginning balance \$2,187.88 with the following expense:

-\$21.20 (telephone)

That left an ending balance of \$2,166.68.

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

### **Chair's Report**

By Shirley Robinson

Shirley reported she attended the Faculty Senate meeting and the WV Board of Governors Summit that was held October 11<sup>th</sup> and 12<sup>th</sup> in Charleston, WV. The new BOG (Board of Governors) members attended the training.

She was involved in the selection committee for the 2023 Most Loyal Mountaineer; Most Loyal Alumni Mountaineer; Most Loyal Faculty Professional Staff Mountaineer; Most Loyal Staff Mountaineer; and Mountaineer Spirit Award (no entries for this category).

She also participated in the Honorary Degree nominations for doctorate degrees. The committee made recommendations and forwarded them to the Faculty Senate Executive Committee. Timeline is as follows:

- Faculty Senate will meet on October 23<sup>rd</sup> and will review the nominees. The Faculty Senate Executive Committee recommendations are prepared for review at the general session.
- Faculty Senate meets on November 6<sup>th</sup> and will vote on the nominees. The nominees are approved by the Faculty Senate and forwarded to the BOG.
- The BOG will meet on December 15<sup>th</sup> and will approve the nominees for the Senate. That approval will be forwarded to the president.

- In January 2024, the president will select from the approved nominees and forwards a letter to the committee members providing an update on the status.
- Letters will go to those selected and not selected.

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

By Jodi Vincent, *Classified Staff Council Rep.*

Jodi reported a lot of discussion was centered around compensation and the role of classified staff as many institutions have moved to non-classified staff within the last year. They are discussing a way to change the law to represent all staff.

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

By Shirley Robinson, *Classified Staff Council Rep.*

The next meeting will be November 17<sup>th</sup>.

### ***Committee Reports***

#### **Legislative**

By Jay Bucklew, *Chair*

Jay reported he met with Travis Mollohan, Director Government Relations, last week. He is in the process of finalizing the list of items for the upcoming legislative session which will go to the executive leadership team for approval and will then share with Jay.

#### **Compensation**

The committee does not yet have a chair. Shirley reported she had email correspondence with Rebecca Meyer, Director, Compensation Administration. Previously, the Compensation Committee held quarterly meetings with the Compensation Administration team. The committee chair would share questions from Staff Council and/or the Compensation Administration team would share updates.

This committee will need to identify items they would like to discuss and if they would like to continue with quarterly meetings with Rebecca and her team.

Please direct questions to Shirley or the Staff Council email to bring to Rebecca.

### **Tuition Assistance/Scholarship**

By Dianne Stewart, *Chair*

Dianne does not have any new items to report.

Shirley added that Staff Council participates in the annual Day of Giving held in March to raise money to supplement the fund.

### **Welfare Committee**

The committee does not yet have a chair. Shirley reported she had email correspondence with Emily Murphy, Chair of the Faculty Senate Welfare Committee. Her group has not decided if they will be doing a service project this year. They will discuss it at their next meeting and let Shirley know.

The annual coat drive for staff and their families who may need assistance with winter coats and accessories will be underway. There will also be donation boxes located across campus for new or lightly used coats.

The benchmark years of service certificates for classified staff will also be forthcoming.

### **Blood Drive**

Dianne Stewart, *Coordinator*

Dianne reported she is corresponding with the Red Cross contact person about an upcoming blood drive, mainly securing a location.

### **Athletic Council**

By Shirley Robinson, *Classified Staff Rep.*

Shirley does not have anything new to report. They meet quarterly.

### **Sustainability**

By Annie Barclay, *Classified Staff Council Rep.*

Annie reported she was contacted last Monday about a meeting scheduled for that day but she was out of town. She will contact Traci Knabenshue, Director, Sustainability, for an update from their meeting as advised by Shirley.

### **Tobacco-and Smoke-Free**

By Diana Savage, *Classified Staff Council Rep.*

Diana does not have a report.

### **Old Business**

The Staff Council Executive Committee received a Classified Staff Emeritus nominee, Nancy Cantrell-Byrd, in August. They presented it to the Council for approval to submit her name to the President's Office for final approval. Jodi motioned to accept. Michael seconded. All in favor and motion carried.

Sarah shared an update on the Academic Transformation concerning staff – one RIF associated with a .6 staff position in Charleston. The faculty RIFs were completed on October 16<sup>th</sup>. Academic Support Unit (ASU) reviews will be coming up and she will provide updates on that going forward.

### **New Business**

There have been some issues with parking and people are getting tickets for temporarily parking between campuses with their regular permit. There seems to be some confusion or misinformation. Brett will reach out to LeeAnn Fox, Assistant Director, Parking, to invite her to an upcoming meeting.

Shirley motioned to go into executive session. Paul seconded. All in favor and motion carried.

### **President's Meeting**

The President's Meeting is scheduled for Monday, October 23, 2023 beginning at noon, via Zoom. Items for the agenda were determined as follows:

1. How is the university moving forward in how staff will be compensated because we are being compensated at a level of 2017 but should be updated to at least 2022 or 2023?
2. Some items that were sent to Staff Council members by their constituents:
  - a. Would like to see shift pay for after-hours work and for weekend work
  - b. Buy back sick time at 50% or 60%
  - c. Use sick time for health insurance after they retire
  - d. \$2.00 an hour increases so they can buy food for their family

### **Adjournment**

Paul motioned to adjourn. Jodi seconded. All in favor and meeting adjourned at 10:10 a.m.