



Meeting Minutes

February 19, 2020 | 8:15 a.m. – 12:00 p.m. | Mountainlair, Rhododendron Room

Name	Title	Department	Present
Baldwin, Joan	Nutrition Outreach Instructor	Extension Services	Yes
Browne, Thea	Administrative Assistant Senior	University Libraries	Yes
Crabtree, Joan	Supervisor Campus Services	Facilities Management	No*
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
Matuga, Amy	Administrative Associate	Physiology	Yes
Musick, Dana	Administrative Secretary Senior	CEHS	Yes
Nichols, Melanie	Supervisor Campus Services	Facilities Management	No*
Patrick, Kevin	Project Coordinator	University Registrar	Yes
Robinson, Shirley	Administrative Assistant	Academic Affairs Administration	No*
Runyon, Peggy	Campus Police Officer Lead	University Police Department	Yes
Stewart, Dianne	Program Assistant II	Undergraduate Admissions	No
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
Wilson, Natalie	Assistant Director	T&C, Employee Relations	No*

***Excused**

Guest Speaker: Olivia Pape, *Director, Health Promotion and Wellness*

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. The sign-in sheet was passed around for members to sign in.

First Business

Approval of January minutes motioned by Lisa. Joan B. seconded. All in favor and motion was carried.

Treasurer's Report

By Peggy Runyon, *on behalf of Melanie Nichols, Secretary/Treasurer*

Peggy reported a beginning balance of \$2,498.85 with the following expenses:

\$23.95 (Printing & Binding)

\$21.20 (Telephone)

\$131.82 (Travel)

=\$176.97 total expenses

That leaves an ending balance of \$2,321.88. We've spent 49.09% of our budget (\$4,610.00).

Approval of Treasurer's Report motioned by Joan B. Tiffany seconded. All in favor and motion was carried.

Chair's Report

By Peggy Runyon, *Chair*

Peggy did not have much to report on this month but she recently attended the Order of Vandalia committee meeting which she serves on.

Advisory Council for Classified Staff Employees (ACCE) Report

By Peggy Runyon, *on behalf of Shirley Robinson, ACCE Classified Staff Rep.*

Peggy reported a group of ACCE members visited Charleston recently and spoke with Senator Patricia Rucker about several higher ed items; as well as Sarah Tucker, Chancellor for Community and Technical College Education; and Matt Turner, Executive Vice Chancellor for Administration, Higher Education Policy Commission (HEPC), regarding the college dropout rates.

ACCE recently updated their committees.

Some of the smaller schools, such as Glenville State, had to borrow \$1 million in order to pay bills and fund payroll for the Fall semester. They are now trying to figure out a way to pay it back and will possibly have to borrow additional money.

The next meeting is scheduled for February 25th at Marshall University Graduate College in Charleston, WV beginning at 9:00 a.m.

Board of Governors (BOG) Report

By Lisa Martin, *BOG Classified Staff Rep.*

Lisa did not have any recent items to report on.

The next meeting is scheduled for February 28th at Erickson Alumni Center. As always, all are welcomed to attend the Friday open session. She does not yet have the agenda.

Committee Reports

Legislative

By Michael Torries, *Chair*

Michael reported some members of Staff Council and Faculty Senate visited Charleston on January 22nd. They met with Senator Bob Beach; Senator Roman Prezioso; Delegate Barbara Fleischauer; and Delegate Joshua Higginbotham.

They were also scheduled to meet with Senator Patricia Rucker and Delegate Joe Ellington but they had conflicting schedules.

He and Shirley spoke with Senator Beach and had a good conversation. He was unaware that higher ed/WVU employees are not included when the Governor announces all state employees will receive a raise.

Peggy and Emily Murphy, Faculty Senate Chair, met with Delegate Fleischauer and the whole group met with Senator Prezioso.

Peggy added Delegate Fleischauer strongly encouraged them to use their voice as much as possible with regards to issues of concern; as well as not believing everything we're told.

Michael added Delegate Higginbotham, who serves as Vice Chair of the House Education Committee, spoke to them about Campus Carry, asked for their opinions on different issues and how they feel about other higher ed institutions closing. Of course, Michael expressed they don't want to see any faculty or staff employees get laid off. Delegate Higginbotham showed interest in the soda pop tax. Over the last ten years, WVU HSC has received \$1.7 billion dollars in funding. That bill which addresses the soda pop tax repeal is not moving.

All bills have been introduced this session. The last day to introduce a bill to the House was February 11th and the last day to introduce a bill to the Senate was February 17th.

Some bills are moving, some aren't. One of particular interest to administration is Senate Bill 703 – increasing the earning limit for employees who accept the Voluntary Separation Incentive Plan (VSIP).

The newest version of the Campus Carry, Senate Bill 730, is not moving.

Peggy added the Citizen's Defense League was in Charleston this week to support the parking lot gun bill to address campus parking lots and had a huge turnout.

Kevin also noted the House Bill 4788, which has been sitting in the House Education Committee since February 10th, would change the way we accept in-state credit transfers from other institutions and would require accredited two-year schools to be included.

Amber believes the House Bill 4189 which addresses the parental leave act, will not be moved in the Senate due to the costs.

Lisa was relieved the House Bill 4043 was eliminated. This would have required spouses of state employees who have non-state jobs and have their spouses PEIA insurance, to take their employer's insurance or pay premiums to the state.

In local news, Michael shared that Morgantown City Council voted unanimously to allow the carry of up to 15 grams of marijuana. Peggy noted it's still illegal on state property; the city cannot supersede state or federal law.

Michael thanked Emily Murphy and Faculty Senate for their joint effort as well as Brent Bunner, Assistant Director of Marketing and Communications for Strategic Initiatives; his team who printed the 2020 Legislative Brochures; and Travis Mollohan, Director of State and Local Relations, for setting up these meetings in Charleston.

Compensation

By Terrence Dunson, *Chair*

Terry reported they have been gathering up data to compile on a spreadsheet to eventually be presented to Rebecca Meyer, Director, Compensation Administration, and Rob Alsop, VP for Strategic Initiatives.

Transportation & Parking

By Terrence Dunson, *Classified Staff Rep.*

Terry reported they are looking at the PRT's Spring operations.

They also obtained a grant to purchase two new buses.

They discussed parking permit renewals; the construction on the Mountaineer Station II (for hospital employees) and the future Reynolds Hall; and the recent boulder accident.

Student Retention Ad-hoc Committee

By Kevin Patrick, Jr., *Chair*

Kevin thanked those who volunteered their time at the Staff Council Game Night that was held on January 30th at the Mountainlair. There was around 100 people who attended and around 30 faculty and staff who came by or stayed for the entire time. Kevin added Rob Alsop stopped by and offered additional funding if we want to do it again.

Kevin added he ran into a student the other day who attended it and she told him what a great time she had and told her family about it as well.

Student Success had told him it was the most successful event they've had with twice the number of attendees they normally get and have expressed interest in another event. More on that during New Business.

Guest Speaker

Staff Wellness Programs

Olivia Pape, *Director, Health Promotion and Wellness*

Olivia agreed to come in and share some of the wellness programs that are offered to staff. She distributed some folders to the group that contained information about our state's chronic disease statistics.

They conducted feedback sessions last month to get a better idea of what they need to focus on. She feels student programs are sufficient and put out there for them but believes it's lacking with faculty and staff.

She understands the barriers that prevent employees from using the Rec Center like parking and not having the time.

Peggy feels more people would use the Rec Center but there's an issue with cost. They should maybe look at offering that to employees at no cost, or even reduced cost, if they can't provide raises. Olivia understands that and shared the staff at the Rec Center are aware of the issue with the cost and are concerned with getting more employees in there.

Tiffany has a Rec Center membership but some of her colleagues don't. She learned she is allowed to bring up to three other people with her for \$10 for the entire day and come and go as you please. It seems that a lot of people think it's only for students.

Joan B. mentioned she was told you can purchase a three day pass. This was some time ago so she's unsure if that's still offered.

Olivia said there seems to be so many channels of communication but not one perfect way to reach everyone.

Kevin added there are sectors of staff who don't use computers for work and many don't have the time during the day to check emails.

Michael stated if the University wants to address employees' health, they should have a dedicated space for employee wellness, such as a fitness center, and allow the time to go. Olivia agreed and indicated that really should come from the supervisor in those instances but it ultimately needs to be a systemic change.

Terry added the HSC offers health coaching for \$10 and the gym in the hospital is free to employees there.

Olivia shared there's a smaller fitness room in the HSC which is free to everyone. Also, near the Marketplace, there is a big group fitness room that offers classes and all employees can use those services.

She believes they are still doing the wellness points that you can redeem for certain things.

Angela said a few years ago you were able to take a wellness class for free such as Pilates during your lunch hour but they've quit offering that.

Amy shared HUD employees are given 40 minutes on the clock to go and work out everyday. Michael added Texas Tech also does that.

Olivia said the WVU Medicine wellness team which consists of two people, oversees programs at the HSC and they want to grow but just don't have the manpower and funding.

They are hoping to implement a staff, faculty and student advisory board for her office to get feedback.

In the next few months, they plan to send out a brief survey to get a better idea of what people want.

Feel free to email her with any suggestions and ideas.

Old Business

Lisa inquired about the BOG Policies 3.1 to 3.9 that Samantha Burwell, Assistant Director, Talent & Culture, had talked about last month and requested feedback from the group. Amber said not much has been happening with that as Samantha has been focused on legislative issues. They will look at inviting her back in April.

Supervisors should now be aware of those employees who will receive a pay increase with the limited dollars that was to be used to bring those employees closer to 90% of the midpoint of the new salary schedule and relayed that information to them.

New Business

Shared Services is live and some have reported some issues but that is normal. Lisa had some questions and the first person she contacted could not answer and had to send it to the next level. She couldn't answer it and sent it on to Talent & Culture. That person did answer her but Lisa didn't agree with it and by the time she had replied, the case was closed. She then went on chat but they couldn't help either. It was ultimately resolved but the case being closed out so quickly is a concern.

The group will invite Lisa Sharpe, Director, Shared Services Operations, to an upcoming meeting to share some numbers and provide an update.

Rob Alsop will be coming in next month to present his 5 year plan to the group.

As Kevin previously reported, Student Success is interested in doing a Game Night on a monthly basis, however, it makes more sense to do that once or twice per semester as it's a lot of work. Student Services suggested two other events this semester.

The ad-hoc committee discussed a Trivia Night. Thea added she talked with her dean who expressed interest in co-sponsoring an event, especially Trivia Night.

After a discussion of ideas, Joan B. motioned to hold a Game Night once a semester. Thea seconded. After talking about if this would only be a Staff Council event, the group agreed to co-sponsor with another department.

Joan B. withdrew her motion and re-motioned that Staff Council will co-sponsor one event per semester along with another department, if needed. Michael seconded. All in favor and motion was carried.

There were four (4) Classified Staff Emeritus applicants which the Executive Committee had reviewed and discussed prior to today's meeting. There were two people which they felt met the qualifications of going above and beyond their normal work duties and two people who did not necessarily meet those requirements.

Lisa motioned to accept the Executive Committee's recommendations. Andrew seconded. All in favor and motion was carried.

Tiffany shared that her office is looking at updating their dress code. It's outdated and gender specific so they've removed gender pronouns but it still contains gender characteristics. She offered to rewrite it and asked for input from others whose offices also have a dress code.

Amber confirmed they do allow departments to determine what dress code would be appropriate for employees but don't reinforce one specific dress code as there are multifaceted jobs across campus. She suggested to run it by her unit's HR partner.

President's Meeting

The President's Meeting is scheduled for Wednesday, March 4th beginning at 3:30 p.m. at the Mountainlair, Blackwater Room. After discussion, the group could not determine any urgent issues that would require his time and agreed to cancel it.

Adjournment

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