



Meeting Minutes

April 21, 2021 | 9:00 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	No*
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
Mays, Eva	Library Associate	University Libraries	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
Seime, Sarah	Director, HR Partners	T&C, Employee Relations	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 9:06 a.m. and a quorum was established.

First Business

Approval of March minutes motioned by Dianne. Shirley seconded. All in favor and motion was carried.

Treasurer's Report

By Melanie Nichols, *Secretary/Treasurer*

There was a beginning balance of \$4,173.63 with one expense of \$21.20 for the telephone. That leaves an ending balance of \$4,152.43. We've spent 9.93% of our original budget of \$4,610.00, YTD.

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

Chair's Report

By Peggy Runyon, *Chair*

Peggy reported the 2021 Staff Council Election began today and will run through April 27th.

With regards to the sectors that do not have enough candidates, our bylaws allow us to discuss and reach out to those who fall under those sectors to ask if they would sit in for them even though they weren't voted in.

Advisory Council for Classified Staff Employees (ACCE) Report

By Shirley Robinson, *ACCE Classified Staff Rep.*

Shirley reported during their last meeting, they talked about compensatory time (CTO) and state-wide discussion regarding earnings and usage, some colleges are saying comp time is hardship on the school when exempt employees can accrue up to 240 hours, and in some cases up to 480 hours. This pertains to maintenance, grounds crew, police officers, etc. At the end of the year, it is a hardship to pay out this comp time. WVU's policy is any time over 40 hours requires supervisor's approval; you can use it for time off or be paid for the additional hours.

Joan gave an example of how CTO works. If an afternoon shift worker moves to a dayshift position in her unit, however many CTO hours they have accumulated at their previous job, they may use whenever they want so it would come out of her fund.

Shirley continued they also discussed school closures. Most schools do not have a formal work from home policy.

ACCE members reported they have heard talk about how faculty are required to make up instructional hours yet feel they comply by sending an email.

Their next meeting is scheduled for April 26th.

Board of Governors (BOG) Report

By Lisa Martin, *BOG Classified Staff Rep.*

Lisa reported there has not been activity since our last Staff Council meeting, but the BOG is planning an in-person meeting on April 22nd and April 23rd at the Erickson Alumni Center. There is a Zoom option as well. She is choosing to attend in person; they will practice social distancing with masks.

They will have bus tours of the Chambers College, Reynolds Hall and Hodges Hall.

They will then have committee meetings in the afternoon and resume Friday morning with a committee meeting with the regular Board meeting beginning at 10:00 a.m. The agenda can be found on their website.

Committee Reports

Legislative

By Michael Torries, *Chair*

During our last meeting, the group decided by majority vote to oppose any Campus Carry bill. He reached out to the Staff Council chairs at Potomac State and WVU-Tech and they confirmed their members voted against it as well.

He then submitted a resolution to Travis Mollohan, Director of Government Relations, stating that all three Staff Council constituents at all three campuses oppose any kind of Campus Carry legislation. Travis informed him he will present it to legislators when he feels is the right time. Mike is unsure if it was submitted as the bills did not make it to the committee agendas.

WVU and Marshall University received budget cuts, unfortunately.

Compensation

By Angela Henderson, *on behalf of Terrence Dunson, Chair*

Angela reported they will meet with Compensation Administration contacts in June. Send her any inquiries to discuss.

Tuition Assistance

By Joan Crabtree, *Chair*

Joan reported the Tuition Assistance applications for Summer 2021 semester are due by April 30th.

Welfare

By Dianne Stewart, *Chair*

Dianne did not have anything new to report.

Athletic Council

By Shirley Robinson, *Classified Staff Rep.*

Shirley did not have a report.

Transportation & Parking

By Shirley Robinson, *Classified Staff Rep.*

Shirley did not have anything to report.

Melanie added she and Joan serve on the Spring Re-entry Committee, headed by Cris DeBord, VP for Talent & Culture. During their last meeting, they discussed the city user fee and parking. If you live or work in Morgantown, you will pay the user fee. If a remote worker lives in Fairmont, they will have to pay the Fairmont user fee, which is much more than Morgantown.

She believes a list is currently being compiled of who lives where which will determine who will continue to pay the user fee. Sarah will check with Cris to get more clarification.

Melanie continued they also talked about a hybrid parking pass (HPP). This will be for those working a few days on campus. They discussed the possibility of employees who make a significantly lower entry wage to not have to pay for parking. Night shift employees do not have to pay for parking now.

Transportation & Parking had a \$1.8 million dollar revenue loss due to COVID.

Student Retention Ad-hoc Committee

By Kevin Patrick, Jr., *Chair*

Kevin did not have anything to report.

Tobacco-and Smoke-Free Steering Committee

By Michael Torries, *Classified Staff Rep.*

Mike shared the most recent report from the Compliance Officer with the group yesterday. He followed up on some numbers that were given for clarification. There was a substantial amount of formal written warnings.

Sustainability

By Angela Henderson, *Classified Staff Rep.*

Angela reported the Sustainability survey is finalized with staff being the number one respondent.

The last meeting was spent composing the statement they will provide to Faculty Senate on goals for sustainability: to reduce energy demand and shift to renewable resources with a timeline; and a carbon neutrality goal.

Sam Taylor with the Energy Research Group spoke at the meeting about the energy goals for the University:

- Assessing geothermal options for WVU
- Drilling test wells in the Industrial Park
- Conducting forest inventory in regard to carbon capture
- Solar power at Law School is still in engineering phase
- Small-scale hydropower

Per the STARS report, WVU received a silver rating.

There was also new legislation passed regarding a power purchasing agreement for residents of West Virginia to make it easier to have solar power for their homes or businesses.

Red Cross Blood Drive

By Dana Musick

Dana reported the blood drive was held Monday, April 19th from 1 p.m. until 6 p.m.

There were 36 appointment slots; 34 were filled. Out of the 34, there were five or so who could not donate. There were four no shows and one did not have identification so they could not donate. The original goal was 25 donors and they had a total of 26.

She thanked Melanie and Dianne for all their help.

They are talking about having another blood drive in the fall, either at St. John University Parrish or at the Erickson Alumni Center.

Lisa reminded the group to log in your community service to the iServe.

Sarah believed if you are not on the clock, you may log in your voluntary work but if you were on the clock, it would not count.

Old Business

Terry had emailed Peggy asking if the group could donate additional catastrophic leave for him. Shirley confirmed he did receive some hours and he was very appreciative.

Kevin added in order to donate leave you must have accumulated quite a bit. He wondered if there was any way that can be revisited. Sarah said that would be under BOG Rule but can find out.

Melanie inquired about the Equal Employment Opportunity representative that was discussed during last month's meeting. Sarah mentioned that to Elizabeth Slavinsky, Assistant Director, Talent Strategy, and she said she would be happy to speak during the May meeting.

Sarah gave an update on the numbers for the Incentivized Voluntary Separation Program. So far, 45 people are confirmed.

New Business

Per the Treasurer's Report, we have a significant amount left in our budget. Peggy asked the group if there were any ideas on something we will need to purchase. The two Staff Emeritus plaques will be coming out of the budget but it won't be much.

Mike recommends we only purchase our usual expenditures such as years of service certificates and Staff Emeritus plaques. The remaining amount should be given back to the University.

Lisa agreed but also believes we should continue to support our Tuition Scholarship for Children of Classified Staff by supplementing that fund with the remainder of our budget.

Thea was appointed to the WVU Public Safety Advisory Committee. They will be reviewing all WVU Police policies and procedures. They had one meeting and their next meeting will be held in a few weeks. She thanked Peggy for her recommendation to serve on the committee. Peggy had submitted five names and they chose three people.

Kevin added we probably need to think about how we will conduct Staff Council meetings in the fall. We will likely need to have a Zoom option for remote employees.

Eva serves on the Wellbeing Advisory Council for WVU and offered to work in conjunction with the Welfare Committee. She and Dianne will discuss.

President's Meeting

The meeting is scheduled for Monday, April 26, 2021 beginning at noon, via Zoom. Items for the agenda were determined as follows:

- Mental health issues affecting staff, faculty, and students
 - PEIA not covering couples, marriage counseling
 - Is there a way to eliminate the roadblocks to expand mental health services?
 - No long-term trauma counseling?
 - Rule for no out of state counseling?

- Enrollment for Fall Semester 2021
 - Where do we stand with vested students returning?
 - What we have heard from students about next semester
 - Overloaded with work online
 - Struggling and stressed
 - Professors not giving spring break day
 - How can we (Staff Council) help with retention?

- Budget cuts
 - Can you explain what the additional cuts are and how they will impact WVU?
 - Financially, where do we stand as an Institution?

- Training
 - What kind of transitional training could be available to staff and faculty before the Fall Semester?

Adjournment

Angela motioned to adjourn. Lisa seconded. All in favor and meeting adjourned at 10:50 a.m.