**REGULAR MEETING** –October 11, 2018

Present: Sue Garrison, Michelle Panepucci, Katie Cooper, Jason Coleman, Laura Musilli, Tasha Taylor, Sam Wilson, Shari Beckett

The meeting was called to order at 1:32 pm by Interim Chair, Sue Garrison.

Review of meeting minutes; Revision take out 1st fundraising line (left in unintentionally from prior notes). Approved, Jason. Second, Tasha.

**BOARD OF GOVERNORS (BOG):**

No report: Rhonda Tysk absent. Staff should be receiving these minutes by email when she cannot attend.

**OLD BUSINESS:**

**Jeans Friday**: Next date will be October 26, 2018. A reminder needs sent out to campus. There have been some new employees. Sue will check on the previous email that was sent and update to send again with payment information, etc.

**Nominations/Elections:** Attendance is a concern, nominations are needed. All terms of current council members will be up next year. Will need new people to step up. Sue had a handout of the bylaws and changes in higher education code. Council is to review this information and give feedback. Need to develop a new mission.

Reviewed survey results that Travis had collected previously. New ideas are needed to engage staff to participate in council.

Talk about moving meetings to mornings. Possible move around campus to other locations.

**NEW BUSINESS:**

**Committees:**

**Staff Development:** No report

**Ombudsperson:** No report: Sherri Mason absent; Ombudspersons information is as follows:

Beverly Burke Dr. David Javersak

Telephone: 304-639-0685 Telephone: 304-232-8389

Email: [burkerus@comcast.net](mailto:burkerus@comcast.net) Email: [djaversak15@comcast.net](mailto:djaversak15@comcast.net)

**Staff Scholarship**: No report.

**Fundraising**: Jason will talk with Kyle Cooper about who he uses for apparel sales. Going down to Sport your colors on Tuesday.

**Social:** No report.

**Human Resources:** Diana was absent but Sue gave update**;** Pay increase letters went to staff this week. Managers are to review them with everyone by Friday. Supervisors were given talking point to help with the process.

Campus customer service training. Ingrid Loy. Peer to peer. Office to office training, mandatory.

Respect in the workplace training, October 29 & 30. See Email reminder for details on how to sign up.

**Other Business:**

An idea was purposed to invite a cabinet member to present an information session to council to give campus communication updates.

Cabinet denied request for 15-minute parking. Two free spots in front of Shaw Hall. See Diana’s email.

**The next meeting will be held on Thursday, November 8 at 1:30pm in the BOG Conference Room, 2nd floor of Shaw Hall.**

Meetings are open to all staff. Reminder to staff that information can be found on the web at <https://westliberty.edu/faculty-and-staff/staff-council/> including the meeting minutes.

Meeting adjourned at 2:20pm

Minutes respectfully submitted by Michelle Panepucci