



Staff Advisory Council Agenda **June 20th, 2024**  
**10AM STUDENT LEADERSHIP CENTER/ZOOM**

Called to order at 10:01am

I. Roll Call of Officers and Representatives (Burkle)

Lou Karas – at a conference

Amanda Bennett – not present

Camille Irvin – vacation

Tasha Taylor – vacation

Michelle Stack – vacation

Marci Puskarich – not present

Alicia Dutton – no longer an employee

II. Reading of Previous Minutes: May (Dutton)

A. Minutes will need corrected and approved

1. Due to resignation of secretary, there are no minutes from last month to review

III. Reports of Committees

A. Financial Report (Taylor)

1. Final Numbers on Clothing Sale

B. BOG Update (Burkle)

1. June 5<sup>th</sup> meeting
2. Employee Engagement Committee has recognized 2 employees of the month: April was Lauren Mort (Zoo Science), May was Phil Kent (IT Services)
3. Marcella Snyder will attend next meeting June 14<sup>th</sup> as ACCE rep. The focus has been on HEPC work with market pay study. The Staff Council will cover the cost of Marcella attending retreat in July.
4. Rebecca Meacham: Behavioral Health Clinic has received grant funding
5. Lou Kara as our representative sends

C. ACCE Update (Snyder)

1. A presentation was shared with the ACCE group by the Student Advisory Council and Autumn Perry, HEPC Student Affairs. This council focused last year on several initiatives around food stability. Those efforts will continue next year. They also are having discussions on the cost of books



and supplemental materials. Specifically, several universities are requiring students to purchase books through an program that bills by credit hour, but then faculty require additional supplemental materials. Additionally, some of these supplemental materials are through third party vendors which have students concerned about both cost and cyber security. This is different from the Topper Ready program that we offer as an option to our students.

#### IV. President's Update

##### A. BOG Highlight

1. Deadly Weapons BOG Policy was approved, with a few updates to language
2. Todd Cover, Belmont Savings Bank will be commencement speaker in December
3. BOG leadership will remain the same
4. Change in name for distance education
5. Budget approved that everyone that was employed here as of June 30, 2023, will receive a \$1000 increase to offset the PEIA costs.
6. Additional money has been given to address equity issues between faculty and staff
7. Additional money \$730k, one time money, will assist in offsetting PEIA increases for the university. The Cabinet is looking at ways to utilize the money for campus improvements.
8. Strategic Plan was approved. Setting up a committee to assess moving forward.

B. Orientations are going on this summer.

C. Aviation Day was earlier in June and went well. Five aviation students attended the orientation this week, and a faculty member from Marshall came up to meet with them.

D. Deferred maintenance: Myers roof completed, ASRC and Krise ongoing roof work. HVAC projects in Fine Arts will likely be next summer. Money for windows and doors will be working on those in coming weeks.

E. A new door access system is being put in place.

F. Hughes Hall façade brickwork. We have closed the wing on all six floors of the building. Housing has worked out arrangements for displaced students for summer camps and for fall semester. This is not a structural issue, just a safety concern.



- G. Main Hall breezeway and front of Fine Arts to replace the concrete work.
  - H. Tennis courts are still being discussed for repurposing.
  - I. The space in Main Hall that was previously the LSDC is still being discussed for repurposing.
  - J. The Master Plan required to be updated for the ten-year period will be done in the next year. This is focused on facilities.
  - K. Dr. Borchers introduced Russ Brown, our new Marketing and Communications Coordinator. He will be working in marketing, web development and public relations/press releases. Tom Estlack, former web designer, has resigned so all questions through Russ Brown.
- V. Provost's Update
- A. HVAC in the library is being upgraded, good progress but the project should be done in July.
  - B. Aviation update: there are currently eight students in the application process. The application is more involved with medical physical required. July 29<sup>th</sup> site visit scheduled.
  - C. Textbook affordability discussion: we charge \$24 a credit hour through Topper Ready to lessen financial burden. Students can opt out of the program. This is one of the lower costs in schools within WV. State discussion from Student Advisory Council regarding third party vendor supplemental resources outside their required books through programs like Topper Ready that add higher costs as well.
- VI. Old Business
- A. Steak Fry (Burkle)
    - 1. Suggestions were for Oglebay in August and no shelters were available.
    - 2. Mason Warner suggested Wheeling Park skating rink area. Concern was voiced over whether we can sell enough tickets that quickly.
    - 3. Tabling for now will revisit at future date.
- VII. New Business
- A. ACCE Retreat (Snyder / Burkle)
    - 1. Budget Proposed
    - 2. Request for Funding
    - 3. 13 voting members agreed to pay for that, Dr. Borchers has agreed to assist. Marcella will contact Cyndi Galloway for paperwork.
  - B. Openings in Staff Advisory Council and placement of officers



1. Human Resources updating classifications for positions
  2. In the next 30-60 days we will need to review and reassign some of our representatives.
- C. Hein Award Winner (Taylor/Burkle/Borchers)
1. The Hein family had developed funds for staff that have not been utilized since 2012. Eligibility is for those in service positions (maintenance staff, grounds crew, secretary/clerical staff, campus police force, or building service worker) and selected through random drawing. Eric Burkle would like to start this next month with selecting recipient of \$500 reward in July.

Motion to adjourn at 10:23am by Logan Watson and seconded to Joe Gilbert.

\*Please note that agenda order may change due to the schedule of Dr. Borchers, or other reporting representatives.