



Staff Advisory Council Agenda November 21st, 2024

Student Leadership Center 10am // Zoom

- I. Roll Call of Officers and Representatives (Burkle)
 - A. Present: Eric Burkle, Marcella Snyder, Lou Karas, Tasha Taylor, Andrew Lewis, Logan Watson, Michelle Stack, Karen Gerardi, Joe Gilbert, Shawn Groch, Allison Prunty, Lee Anne Coen
 - B. Absent: Camille Irvin (approved)
- II. Reading of Previous Minutes:
 - A. Minutes will need corrected and approved
- III. Reports of Committees
 - A. Financial Report (Taylor)
 1. \$1232
 2. No current fundraisers
 3. Scholarship fund is \$250 for spring scholarship
 - B. BOG Update (Karas)
 1. December 18th voting on adoption of the policies related to evaluation, hiring and other matters related to the president
 2. Please let Lou know if there is additional information.
 3. Lou and Cyndi Galloway will reach out to set up meeting between Staff Council and BOG for our annual meeting.
 - C. ACCE Update (Snyder)
 1. FLSA
 2. Updated HEPC Pay Schedule
 3. Preparation for meetings with HEPC and presentations
 - D. Scholarship Update (Billings)
 1. Email went out
 2. Committee will meet to determine scholarship recipient
- IV. President's Update
 - A. Dr. Borchers is not present
 - B. Andrew Lewis updated on Quality Initiative requirement
 1. Integrated career development program, integrated into academic programs.
 2. Committee formed including faculty, staff, graduate student and undergraduate student representatives



3. Continuing to work through ideas to complete documentation required.
 4. The level of success of the
 - C. Eric Burkle asked for examples of quality initiatives. Cathy Monteroso spoke on previous qualitative initiative was the graduate studies program. The requirements are to identify a project or program that you will set standards of improvement quality that will also lead to quality improvement for the students and university.
- V. Provost's Update
- A. Aviation program passed final approval. HEPC site visit was approved.
 - B. Micro credentials is a very skill specific competency completed. We are looking at integrating into what we are already doing in our classrooms. So far example we could create a badge for career development in line with the quality initiative. The concept of badging is to attract non-consumers. West Virginia is below 50% of high school students going on to college. So, this is a way to better attract them. Those who receive micro credentials can clearly designate their skills. For example, business students may have a micro credential in Excel and show a list of competencies in that area. Students will have to meet the competencies in order to receive the micro credential badge. Then they can articulate beyond the transcript what their skills are more definitively.
 - C. Provost Office working on the academic calendar for 2025-26 and ask that we review. They would like to have it ready in December/January. There may be changes as we are reviewing the withdrawal procedures. Tasha Taylor will send tentative current version to all faculty and staff for review.
- VI. Old Business
- A. Committee appointments (Burkle)
 1. We had three committees that we were short on and Michelle Stack, Andrew Lewis and Sara Connor offered to sit on those committees.
- VII. New Business
- VIII. Good and Welfare
- A. Update HEPC pay schedule; (May meeting)
 1. Melissa Carroll said they are looking at groups instead of individuals to update because the state did not give any funding. Eric talked with Melissa Carroll, and she had confirmed that they were looking at groups



either by pay scale or by department. So, in the most recent they reviewed Athletic Trainers and Campus Police Officers.

2. Eric Burkle and Marcella Snyder will meet with Melissa Carroll to discuss in more detail the pay schedule.
- B. Employee Christmas Party is on December 11th at Dr. Borchers house followed by the Employee Engagement event tailgate at the basketball games that evening.
- C. We will not meet in December.

Andrew Lewis made a motion to adjourn the meeting.

Karen Gerardi seconded the motion to adjourn the meeting.

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