



### REGULAR MEETING –April 11, 2019

**Present:** Sue Garrison, Michelle Panepucci, Katie Cooper, Sherri Mason, Vincent Sirianni, Dawn Swiger, Jason Coleman, Rhonda Tysk, Tasha Taylor, Carol Wood, Kelly Baker, Jenell Crinkey, Molly Daniels, Diana Harto

The meeting was called to order at 1:34 pm by Vice Chair, Sue Garrison. Review of meeting minutes from last month; no revisions.

**CABINET MEMBER UPDATE:** No visitor for this month.

**BOARD OF GOVERNORS (BOG):** Rhonda reported that the last board meeting was on April 3<sup>rd</sup>. She is in the process of typing up her notes and will send out to all staff at a later time. Overview was given that two new board members were sworn in, Dr. William Mercer and Richard Carter. A presentation was given by the Mill Group about the Facilities Master Plan. The last update was done in 1999 so the new plan was needed. It is a matter of what the next steps will be and if the budget allows to move ahead on some projects. Board approval was given for an Honorary Degree for commencement speaker, David McKinley. Scott Cook gave an enrollment report and added that the metro rate will now be expanded to cover two new counties in Ohio; Vinton and Ross. Sale of property was approved for the yellow house across from the main entrance of campus. Budget with tuition and fees were also approved.

**Advisory Council of Classified Employees (ACCE):** No Report

**HR Update:** Diana reminded everyone that open enrollment for benefits is taking place through May 15. In addition, we are in the performance evaluation period. The ombudspersons will be on campus on April 23 in the Library Lounge. A private area will be available if needed. An update on the Employee Engagement Committee was given as well. The Faculty Staff Alliance will hold a get together on April 17<sup>th</sup>. Professional Development opportunity will be available on April 22 for a Google learning seminar conducted by Jeremy Larance. Times will be 12-1 and 2-3 in the College of Business. There will be limited space so signups will be necessary. An email will go out soon. In addition, the committee is working on developing staff awards that would be comparable to what faculty already has.

### **NEW BUSINESS:**

Welcome to new staff member, Molly Daniels who is the new Assistant Director of Financial Aid.

### **OLD BUSINESS:**

Jeans Friday – 10 people gave their donations in conjunction with Day of Giving. The cost is \$20 per year or \$2 per month to wear jeans the last Friday of each month. We had over 30 people participate last year. A discussion indicated that some staff may not have realized they were to do it on this day and the option will still be open to do so by seeing Ginni in the Foundation office.

**Nominations/Elections:** Election day has been reserved as April 23<sup>rd</sup>. Sue will be sending out a signup sheet for staff to volunteer at the polls. Still need nominations for group 5 and 6/7.



**Hein Award:** No report.

**Staff Development:** A question was raised on how to obtain approval for funds for staff development. You must see your cabinet member for approval.

### Committees

**Ombudsperson:** Sherri asked if we were all on board to keep the two present representatives. Everyone agreed that there was no negative feedback about the two so it was agreed to renew their contract. The two representatives will also be on campus on April 23<sup>rd</sup>.

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**Staff Scholarship:** No report

### **Fundraising:**

Jason stated he was pleased with Fine Line Imprints and the quality of their products for our apparel fundraiser. It was suggested that we have a sample period where people can view the products before purchasing next time. Another fundraiser will be held in the fall.

**Staff Development:** A question was raised on how to obtain approval for funds for staff development. You must see your cabinet member for approval.

### **OTHER BUSINESS:**

A discussion was held about employee morale and transparency between staff and administration. Staff council meetings are a platform for employees to share their concerns and many feel uncomfortable due to the dynamic of attendees. In addition, there were a few new staff members present who came from WJU and they shared their experiences from other staff councils.

Meeting adjourned at 2:46pm

**The next meeting will be held on Thursday, May 9th at 1:30pm in the BOG Conference Room, 2<sup>nd</sup> 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.

Minutes respectfully submitted by Michelle Panepucci