



**REGULAR MEETING** - May 9, 2019

**Present:** Sue Garrison, Michelle Panepucci, Katie Cooper, Sherri Mason, Sara Sweeney, Vincent Sirianni, Dawn Swiger, Tasha Taylor, Jenell Crinkey, Steohanie Mills, Rhonda Tysk, Amy Baccellorie, Brian Schamp, Shari Beckett, Aaron Kuhn, Rich Blankenship, Lisa, Mitchell Moon, Kelly Baker, Carol Wood, Mark Maker, Molly Daniels, Kyle Cooper

The meeting was called to order at 1:32 pm by Vice Chair, Sue Garrison. Review of meeting minutes from last month; no revisions.

**President's Update:** Greiner addressed the council. He informed the group that an investigation was held in to the recent staff council election. Since concerns were brought to his attention, he will always follow up. The ballots were requested for review. He had met with Sue and Tasha privately and gave them a chance to provide additional documentation about the process. Some staff were under the impression that they had to vote in person although some votes were received by email or phone. Staff was notified by email that votes could in fact be submitted by email. Sue provided that email to him and he was satisfied with that proof. That is no longer an issue, people did not vote improperly. However, bylaws should have been changed over a year ago and were not revised. The bylaws should be updated for the next group of representatives. He recommends that we define who and who can not vote and to always follow the process defined. If you set a process and follow it, no questions can come up. He would like to see new bylaws by the end of the year. Dr. Greiner ended by stating that he was comfortable with his findings and will support staff council moving forward.

**BOARD OF GOVERNORS (BOG):** No Report, Rhonda Tysk stated that the next meeting is June 5

**Advisory Council of Classified Employees (ACCE):** No Report, Bob Wise, absent. However, Dawn stated that she has reached out to other ACCE reps in preparation for her role as the new rep. Dawn also had a copy of the Osteopathic school's bylaws to use as a reference when the bylaws are revised.

**HR Update:** Diana Harto reported that Performance Reviews are at the cabinet level for approval. The next step would be the supervisors will meet with their employees to conduct the evaluation. In addition, benefits are under open enrollment. Brian Schamp stated that he is looking in to more information about WVU taking over the Health Plan. Letters were sent to some staff regarding the Health Plan and coverage at Med Express. The contract will not be renewed so the prior agreement will no longer be honored.

### **OLD BUSINESS:**

It was brought to the council that previously, cabinet members were asked to give updates then leave the meetings. Under the current bylaws, no staff are excluded. Therefore, this should be addressed when the new bylaws are put in place.

**Nominations/Elections:** Due to the issues that were brought to the President's attention with the recent election, the council will need to make the decision on how to move forward.



Options being 1) Results stand 2) Revote without updating bylaws 3) Revote after revision of bylaws. A meeting of officers will be held in the near future to discuss further.

### Committees

**Ombudsperson:** Sherri Mason reported that the two reps renewed their contracts and will serve for another year. Contact information for the representatives are as follows:

Beverly Burke  
Telephone: 304-639-0685  
Email: [burkerus@comcast.net](mailto:burkerus@comcast.net)

Dr. David Javersak  
Telephone: 304-232-8389  
Email: [djaversak15@comcast.net](mailto:djaversak15@comcast.net)

**Staff Scholarship:** No report

### **Fundraising:**

Jason Coleman, absent. Council should plan for another apparel fundraiser in the fall.

**Employee Engagement:** Diana Harto reported that a Google Learning workshop was held and received positive feedback. A suggestion was made to better explain the workshops in the future so employees know what it includes. According to the health fair survey, employees showed interest in a workshop for web design, leadership and supervisor training. For the wellness portion, there will be an annual 5K and blood testing in the future will depend on funding but is in the works. For recognition, new staff awards are being put in place. The Hein award could supplement those. In addition, the Faculty Staff Alliance will continue next semester. Convocation will be open to all campus (office will close) and Dr. Greiner will be hosting a welcome back picnic.

**Other Business:** A discussion was held on requirements for job postings on campus. Diana stated that the hiring manager makes the decision for internal and external options for job postings. In addition, she explained the differences between hiring for organizational restructure or promotions to clarify why some jobs in question were not posted.

Meeting adjourned at 2:57pm

**The next meeting will be held on Thursday, June 13<sup>th</sup> 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