

West Liberty University

STAFF COUNCIL

REGULAR MEETING - October 19, 2017

Present: Travis Hinkle (Chair), Sue Garrison (Vice Chair), Michelle Panepucci (Secretary), Rhonda Tysk (BOG), Katie Cooper, Tasha Taylor, Jason Coleman, Sara Sweeney, Shari Beckett, Mary Ann Edwards, Shari Beckett, Diana Harto

The meeting was called to order in the Shaw Hall board room at 1:34 p.m. by Chair Travis Hinkle. Review of meeting minutes from last month; Rhonda motion to approve, seconded by Katie

ADVISORY COUNCIL OF CLASSIFIED EMPLOYEES (ACCE):

No Report from Bob Wise (Absent). Katie reported that Bob said the last meeting at WVNCC was productive, schools present discussed staff classification, legislation and the web site navigation. Next meeting is November 16th at Marshall Grad School in Charleston.

BOARD OF GOVERNORS (BOG):

Report from Rhonda Tysk. Notes attached. Next Meeting will be on November 30th.

OLD BUSINESS:

It has been decided to defer the special election of staff council to the Spring. Council is currently at a stand still waiting on state approval.

Katie had no new updates on the Hein Award guidelines.

Ombudsperson: Sherri (absent) Diana reported that Bo McConnaughy and Betsy Robinson will be on campus soon and an announcement will be sent out to staff regarding the date.

NEW BUSINESS:

"Cookies with Council" Staff Meet and Greet will be held on November 9th at 1pm in Boyle. There will be an opportunity for staff to have cookies with council at 1pm and everyone is invited to attend the meeting at 1:30pm. Travis will design a flyer. We need volunteers to bring cookies.

Committees:

<u>Staff Development:</u> Rhonda reported that the forms will need redesigned and a new approval process will be put in place. The cabinet members will be involved in the division to award funds.

<u>Fundraising:</u> Luke (absent) Travis reported that the apparel fundraiser is ongoing. We will receive \$5 from each item sold. There are samples in Michelle's office in Shaw Hall. Orders are due on October 27th and will be in around December 1st.

Human Resources:

Diana reported that the draft was finalized for the WV code change, voting member on board was recommended, salary compensation guidelines are reviewed and ready to go out. Waiting on Dr. Greiner to approve. Workshops will be held in the near future.

The next meeting will be held on November 9 at 1:30 p.m. in Boyle located in the ASRC. Meetings are open to all classified staff.

Motion to adjourn meeting by Rhonda, seconded by Tasha The meeting adjourned at 2:11pm

Minutes respectfully submitted by Michelle Panepucci

BOARD OF GOVERNORS OCTOBER 4, 2017 REPORT TO STAFF

I. BOG Items - Policies:

- 1. The Board gave final approval for the following policies that were previously disseminated to campus constituent groups for 30-day comment. No comments were received during that 30 day period:
 - a. Policy No. 22-Employment Innovations
 - b. Policy No. 24-Terms and Other Definitions
 - c. Policy No. 58-Compensation Management
- 2. The Board was asked to authorize and they approved a 30-day comment period on revisions to the following policies:
 - a. Policy No. 34 Employment of Relatives *and* the following **new** policy:
 - b. Policy No. 59 Consensual Sexual or Romantic Relationships in the Workplace and Educational Setting

II. Organizational chart update:

a. Attached is a copy of the new organizational chart.

III. President's Contract

The BOG approved a 3-year contract renewal for President Greiner. He will not receive a raise during the first year, but has been approved for an approximate 5% raise in year two and an approximate 5% raise in year three. *(it is actually a dollar amount but it equates to about 5% each time)*. Dr. Greiner chose not to participate in the recent across the board raises and he actually did not want the raise that the BOG voted to give him.

Next BOG meeting is scheduled for Wednesday, November 30, 2017 at 4:00 pm.

Report respectfully submitted by: Rhonda Tysk, WLU Board of Governors Staff Representative

WEST LIBERTY UNIVERSITY Gary E. West College and Communication **Michael Turrentine** Coordinator AAWV Melinda Kreisberg **Cheryl Harshman** Honors College & Matthew Harder Shannon Halicki Accreditation College of Arts Elbin Ubrary & Planning of Business Academic Director Dean Dean Dean Brian Crawford Provost **College of Education** Professional Studies Thomas Michaud Research & Assess. Interdis. Studies Liz Richter Cathy Monteroso **Highlands** Center **Graduate Studies** Paula Tomasik Assistant to the Sara Sweeney Interim Dean Institutional Coordinator School of Provost & Director Director Dean Alumni & Community **Executive Director** Ron Witt Relations College of Sciences Liberal Arts Lucy Kefauver College of Kreisberg Jack Adams; Joseph Carey; Leslie DeFelice, Chair; Lucinda Fluharty; Patrick Ford, Vice Chair; Education NeCastro WLU Administrative Organization--Operational/Functional Gerard Distance Director Robert Dean Dean Richard Lucas; James Stultz, Secretary; Teresa Toriseva; Kristina Williams; Adam Croasman, Student; James Haizlett, Faculty; Rhonda Tysk, Staff Admissions & Recruitment Director International Enroliment **Enrollment Services** Administrative Senior **Christy Bennington Executive Director Health Services** Student Union **Michelle Stack** Student Services Brenda King Mia Szabo Vice President Director Director Services Scott Cook Registrar **Board of Governors** Stephen Greiner President Housing & Residence Life Creative/Web Master Joseph Montemurro Center for Student Success Executive Director Student Services Bridgette Dawson Campus Police Whitney Inkster Marcella Snyder Jason Koegler Advancement Institutional Director President Director Director Chief Vice Katie Cooper Financial Aid Producer/ WLTV Relations Executive Marketing Director Executive Maureen Gretchen Zambito Media Director Director Secrist Theresa Tammi Roberta Linger Administration Vice President Finance & Technolog Baccelliere Controlle Joe Mills Director Physical James Clark Officer Chief Amy Plant **Chlef Human** Health & Safety Specialist Anthony Salatino Resources Officer Diana Harto Administration Athletic Director WEST LIBERTY Ullom Associate Director Athletics Lynn Athletic ТВА UNIVERSITY

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