

STAFF ADVISORY COUNCIL MEETING
September 10, 2020
10:00 AM

Present: Sara Sweeney, Melanie Cheek, Diana Harto, Kelly Young, Jason Coleman, Brad Forshey, Dr. Greiner, Kyle Cooper, Tasha Taylor, Cassandra Seth, Bree Blum, Maureen Golick, Vince Sirianni, Shari Beckett, Erika Rohrig, Savannah Moore, Michelle Stack, Robin Brunner, Brian Schamp, Carol Wood.

- I. President Update – Dr. Greiner spoke about the uptick in Covid cases among students and not staff. He asked for us to keep up with the safety measures in place. He spoke about the continuing Presidential search and there will be no delays this time around. Candidates from the last search were lost due to delays. We finished the year with a balanced budget and there was a slight surplus and cash on hand is now at the highest level in the history of the University. The reason that the cash on hand has been beneficial is because the University has spent thus far around \$400,000 for safety measures.
- II. HR Update – Diana Harto thanked those employees who received employee recognition awards. She thanked President Greiner for staying on until the next President is selected. She said that the EverFi course was used for employee training and has experienced some glitches but those were worked out. Drew from TIAA will be available on 9/22 for Zoom meetings with individuals regarding their retirement accounts.
- III. BOG Meeting – Kelly didn't have much to add since President Greiner spoke about the Presidential search. Tasha mentioned if Staff Council shouldn't come up with some questions to ask the next candidates before the next round starts. We should have until the end of October.
- IV. Meeting Minutes – No change to August Minutes. Minutes adopted. Tasha brought up about the last 9 months meeting minutes not being on the website. Discussion ensued and Jason asked me to get together with him to see how I should upload those.

- V. WV Staff Rep and EEO Group 1 Vacancy Update – Brad spoke about the errors we have been having with the software during the elections process. He congratulated Bree Blum and Maureen Golick on their recent appointments. Jason spoke again about the errors and checking and double checking before the election staff wide emails go out. He asked that if anyone has a better way of doing things he is all ears. Brad said he thinks it is a good format so we just need to get things fixed.
- VI. Group 2 Vacancy – Maintenance had a meeting yesterday and there was no interest shown by anyone as a rep. Brad said we have two options at this point; one is to do a special election, and the second is to ask if anyone wanted to volunteer for Group 2 Rep vacancy, or Melanie Cheek who knows the Maintenance Department and maybe could be the rep. There were no issues with Mel representing Group 2. Brad asked Jason to update the website.
- VII. Bylaw Amendment Discussion – Brad asked if anyone had any issues with the last amendment. The proposed changes were to the Groups and also language about the Special Elections. Tasha brought up that with the latest changes to the Groups that with those with smaller groups, maybe have 1 rep instead of 2 reps. This would also need to be changed in the Bylaws.
- VIII. Goals – Tasha said we need increased participation and how to get more people involved. Brad said we have a good group of staff members on campus who are not involved so we need to figure out how to get more of them involved. With only currently doing Zoom meetings we need to get innovative as how to how to get more people involved. Brad mentioned that maybe doing a “hot spot”. Sara brought up that in the past there was talk of a staff audit by the Strategic Planning Committee and this might be something to look into. Maybe look into this. And post-pandemic we should keep up these Zoom options for meetings and training for more accessibility for those working remotely or in off campus buildings. Kyle said that right now it is tough and once we can get the bylaw issues, etc.

behind us, it will be a more positive environment and maybe more staff would want to come to our meetings. Brad asked Diana about maybe when new staff were hired to have them come to a staff meeting and be introduced. Diana asked if Brad would want to be notified and then we could invite that new member to a meeting. Diana will notify Emily about this for future new hires. Maureen Golick said that we need to get staff excited about Staff Council and make them feel that they can have input in our meetings and lighten the mood with maybe refreshments. Brad will get into contact with Ron Witt to see if we can get some things put together.

- IX. CIRT TEAM Update – Dr. Greiner already covered the Covid situation. Brad said that every day on campus he sees people violating safety guidelines so we need to continue to practice good safety measures. Sara posed a question as to what is the danger zone percentage for COVID cases.
- X. NEW BUSINESS - Tasha talked about fundraising and she re-worded the Piece of Cake language and said maybe we could get this out to employees by the end of the month. She also talked about having another apparel fundraiser for Christmas. Brad asked Jason who he went through for ordering apparel and he said it was a company out of Zanesville, Ohio and one out of Texas. Brad asked if Jason had reached out to any local companies to match prices and Jason said he wanted to reach out to a company in Warwood. Brad said we should start looking into apparel again. Brad said maybe we could get donations across campus and raffle off a basket. He asked that by the next meeting to have some more fundraising ideas presented. Maureen said she is involved in her daughter's 4H Club and she was in touch with the popcorn store in Wheeling who does a 60/40 split; also maybe pepperoni rolls; on campus dining. Brad mentioned Sarris Chocolate. Maureen said she would put together local options and send around in an email before our next meeting. Tasha mentioned possibly raffling of a parking spot per semester closest to your building. Dr. Greiner was willing to explore this.

Meeting adjourned at 10:40 am
Minutes taken by Carol Wood