

# **Staff Council**

Minutes for January 23, 2020

## **Call to order - 2:33pm**

Shelly Reager called the meeting to order.

## **Roll Call**

Members in attendance were: Shelly Reager, Dan McClure, Melanie Baker, Paul Desmond, Hilary Curto, Jenna Derrico, Matt Thorn, Scott Montgomery, Alicia Frey, Shelley DeLuca, Darryl Clausell, Rita Lyons, Lyndsie Scott-Guzek, Joan Harvath, Rebecca Yesenczki, Peter Kozdras, Tina Edwards, Rachael Ferrise. Absent: Karri Mulhern (excused), Bob Gibb

## **Approval of Minutes**

Jenna Derrico motioned, Melanie Baker seconded

## **Reports**

### **ACCE - Jenna Derrico**

- Next meeting on Monday, January 27
  - Legislative session is still ongoing
  - Speaker Matt Turner – discussion about being exempt and new salary structures
  - Focusing on new employees compared to already past hired ones
  - Has been some loss of transparency – not as easy to see salary scales, and how titles are changing, and how decisions are being made.

### **BOG - Shelly Reager**

- Reminder that BOG monthly packets are always available at Shelly's desk if anyone ever wants to see them.

### **Safety and Security - Melanie Baker**

- Campuses handling outside agencies using our spaces, need better guidelines
- Evacuation maps & planning will be working with Marketing Dept.

### **Budget - Alicia Frey**

- Capital requests being finalized.
- OTP budgets being incorporated for next year.

## **New Business**

### **Committee Reports**

Chair has asked going forward if everyone will submit their reports digitally before each meeting so they can be reviewed and discussed at next meeting if needed.

### **March BOG Meeting**

March 26 BOG at New Martinsville – Staff Council on agenda for presentation. Chair asks for everyone who can to participate if possible. Would like to have as many staff there as we can.

### **Salary Change**

New salary change for budget year.

- Have been asked by the Classification & Compensation Committee to give staff recommendation of salary increases for the 2021 FY
  - 2019: 4% increase based on years of service
  - 2020: 3-7.5% by market range
  - 2021: 2% (Staff Chair has questioned why so much lower this year – CFO Jeff responded that the College has been atypical being able to do this size of raises in the past)
- Recommendation made by Staff Council to split 2% total equally among all employees

### **Environmental Scanning for Strategic Plan**

January 31 - Very important and recommended for all staff to come. SWOT Analysis charts are hung and areas of Strengths, Weaknesses, Opportunities and Threats are recorded and employees need to mark areas of most concern. Will be able to sign up on team's for the scanning process.

### **Sector Reps**

Reminder for designated sector rep to send out email for meetings to all employees

### **New Hires**

Chair will have discussion with HR to find out how we know when new staff are hired

### **Renovations**

Testing Center and Service Center Areas in May

Parking lots

### **Makerspace**

There is a Makerspace Open House from January 27-31, please invite other staff to attend.

## **Old Business**

### **Staff Council Award**

Chair thinks committee shouldn't be staff - that way they will be eligible for award.

- Could be possibly: administration, board members, Foundation members, someone from community

## **Adjournment 3:28**

Melanie Baker motioned, Paul Desmond seconded