

Bluefield State Classified Staff Council
Meeting Minutes
October 13, 2015

Present: Lisa Bennett, Jane Richardson, Deirdre Guyton, Angie Wassum, Randy Carroll, Jerry Connor, Kim Reed, Carolyn Kirby, Louis Belt

Guests: Michelle Noe, Beth Hash, Fay Vint, Nancy Turner

Next Meeting: November 10

I. Call to Order

Meeting was called to order by Classified Staff Chair, Carolyn Kirby at 1:00 pm.

II. Roll Call

See Above

III. Approval of Minutes

Deirdre Guyton motioned to approve the minutes with corrections. Motion seconded by Jerry Connor. Motion carried unanimously.

IV. Old Business

We need to get new pictures for updated council members for the Bluefield State site.

Anyone who is having issues of any kind is recommended to speak with a member of staff council to work with you on the best way to proceed with any resolutions you may need.

Discussion ensued on the point that there have been positions moved from either non-exempt to exempt or exempt to non-exempt without notification to the affected employee until after the fact. This type of things needs to be transparent for the employee(s) involved. Be sure to report issues like this your council members.

Inquiries were made as to when the position of Athletic Director will be posted. It was noted that another extension was put in place and that there are no immediate plans of posting the job.

#BSC Pride has taken off very well. All of the participation is greatly appreciated and we would like to ask everyone to keep participating and wear your Blue & Gold on Fridays. Also send any pictures you may have of you or your department wearing Blue and Gold to Carolyn Kirby or Dierdre Guyton.

V. New Business

A. Meeting with President Krotseng, Dr. Conner and Dr. Robinson

A meeting was held with Krotseng, Conner, Robinson, Carolyn Kirby, Kim Reed, Louis Belt and Deirdre Guyton which was a 2 hour meeting to discuss issues and accomplishments since the April and June Board of Governor's meetings. Several topics were covered including Employee events that boost morale, the development of the Policy 3 amendment to include workplace harassment. Some positive initiatives have taken place as well to increase enrollment and retention.

Other issues discussed at the table were unfilled vacancies and overworked employees, morale issues, lack of communication, Mountain View problems, lack of proper academic advising for students, the new schedule for Spring 2016 that has the same issues and retention issues. Some follow up items were

made to begin working on some of the more detail problems where a solution can be worked on. One being that Developmental Math and English are scheduled at the same time and there is normally a committee (Join Academic Advisory Committee) formed to review the schedule, which was not done this time.

Suggestion was made that why don't they make efforts to get non BSC students moved to the back so at least there is separation. And when we are up there doing cleanups and putting time and money into the facility, we are putting that time, money and energy into fixing up the entire facility when half of the residents are not even from BSC. Lots of things still need to be done to make improvements on the Upperclassman ASAP. A meeting is to be held with students who currently live there along with faculty and staff too discuss the issues. Students who have complaints on this issue are encouraged to contact Dr. Robinson, Jerry Perdue, Classified Staff Chair and Faculty Chair

Board of Governor's meeting

Carolyn will have 5-10 minutes to speak at BOG as a follow up to issues that were discussed at the last two meetings.

B. College Council Meeting

a. BSC ID Badges – It was discussed in College Council about efforts to have employees start wearing their BSC ID badges. Council members were asked to get feedback from other employees on their ideas. Discussion ensued on the reasons to wear or not wear them. The majority of those who have been spoken to about it see absolutely no problem with wearing them as an identifier to students to show them as someone they can seek out when needing a faculty/staff member and become more approachable to them. This will be discussed further at College Council. Lisa Bennett is actually on the Threat Assessment Committee that made the recommendation for us to wear them. Building Monitors have a red book that is to be used as a guide. Question arose as to who has the access in each building to the PA system. Only designated individuals have those codes.

b. Policy 3: Policy 3 was passed through the BOG and is now awaiting approval at HEPC. The procedure to accompany it is being worked on in College Council.

c. Strategic Initiative Proposals: Dr. Krotseng has set aside \$5000 for initiatives that would help fulfill the strategic plan goals. Up to \$1000 could be used for each project. All are encouraged to utilize your creativity and should you come up with a proposal of any type, it will need to be formally written and submitted to Dr. Krotseng for review. We have asked that she notify us if she is nearing the budget cutoff for the total \$5000. Please note that these are not funds to be received by an individual for developing the idea. The funds would be used to cover the costs of the proposed initiative.

d. Due to additional budget cuts of 4%, there will be some changes coming that will likely affect travel and spending in a big way. Right now we have very little information and Sheila has not yet received much information from the state to pass on to us yet.

C. Campus Cleanup and #BSC Pride

We are looking at conducting a campus cleanup project, most likely on October 23rd. Team captains will be assigned and we will make efforts to get as many pictures as possible and maybe a group picture. A pot luck will be done for lunch that day.

D. Door Decorating Contest

We will be doing the door decorating contest again this year. There will be no theme and it will be open whatever each individual or department would like to do. Judging will take place on the first week of December. Deirdre, Angie and Randy have agreed to judge.

VI. ACEE Report

No Report

VII. BOG Report

Association of Governing Board will be on campus on November 5th for open forums.

VIII. Flower Fund

Current Flower Fund is \$215.94

IX. Announcements and Next Meeting

Request was made to get updated training for Building Monitors. Next meeting 11/10 @ 1pm in Mahood Hall.

X. Adjournment

Motion to adjourn made by Kim Reed. Seconded by many. Motion carried unanimously.