

Staff Council Meeting
Monday, January 29, 2024
1 PM
Boyd Conference Room

Members Present: Jeanne Moricle, Chair; Rebekah Hatch, ACCE Rep; Tim McKenzie, BOG Staff Rep; Marie Cheeks; Kristi Dawson; Jessica McDaniel; Chris Shrader; Jacob Clarkson; Virginia Shupe; Cynthia Higgins- Atwell; Kevin McMillion;

Members Absent: John Brown

Special Guest: Dr. Deirdre Guyton

Call to Order:

Chair Moricle called the meeting to order at 1:05 PM. Chair thanked all present and their willingness to participate on the Staff Council. There is a lot to be accomplished and appreciate their time to be a part of the Staff Council.

Chair introduced Dr. Guyton. Dr. Guyton presented a brief overview on Staff Council:

- Meeting schedules
- Agenda responsibility
- Duties of:
 - BOG Rep
 - Report items to the board
 - Chair
 - Agendas
 - Scheduling of meetings
 - ACCE Rep
 - Attends monthly ACCE Meetings
 - Vice Chair
 - Elections
 - Holiday Schedule – Due April 2024
 - Secretary
 - Meeting minutes
- Informed council that they are to meet with the Board of Governors twice a year
- Confidential is the upmost importance when discussing issue that are brought to a member's attention. These must be shared with the Staff Council.

Vote for Officers:

- Chair opened the floor up for nominations for Vice-Chair and Secretary
 - Mrs. Cheeks nominated – Jessica McDaniel for Vice Chair and Kristi Dawson for Secretary
 - Ms. Dawson declined the nomination.
 - Discussion on Secretary nomination continued
 - Mrs. Cheeks volunteered
 - Mrs. McDaniel accepted the nomination and all were in favor
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- Chair opened the floor up for nominations for 2 sector representatives to University Council
 - None were received.
 - Mrs. Higgins-Atwell and Mr. McMillion volunteered
 - All were in favor of Cynthia Higgins-Atwell and Kevin McMillion serving as the representatives on the University Council

Review and Vote on Constitution/By-Laws/University Council:

- The vote on the Constitution and By-Laws was tabled until our next Staff Council meeting. It is being held on Friday, February 23, 2024. This will ensure that all members have reviewed the documentation and will be able to discuss and vote on both.
- Members will review the University Council document that is out for comment. Their comments should be submitted by Tuesday, February 6th.

Sector Updates:

- **BOG Rep** – Tim McKenzie
 - Will report back on items from the Board of Governors meetings
 - During council meetings please bring concerns so they can be brought forward to our board for discussions
 - Shared governance is very important
- **ACCE Rep** – Rebekah Hatch
 - Attending first ACCE via zoom
 - Dr. Guyton to attend with her

New Business:

- State Code WV Website Series 133
 - Important that we review and are familiar with this series
 - Ms. Moricle to send the link to the members
- Flower Fund
 - Rebekah Hatch and Jeanne Moricle to maintain the account
 - Flowers for staff and family members
 - Fundraisers:
 - Lunches – in house – pre-orders ie. Hotdogs, sandwiches, desserts
- Activity Ideas:
 - Engineering Olympics – City Park
 - Color Run – On campus
 - Water Aerobics
 - Bonfires
 - Birthday month activities
 - Interview Closet – Hatter Hal

Announcements/Comments:

- Marie Cheeks inquired about a Conflict of Interest to the Chair due to involvement with Board of Governors and Administration
 - Ms. Moricle did clarify that this was asked to the WV Ethics Commission and she was advised that there was no conflict as she is not a member of the board, has no voting rights and is not imputing information to the board. She is the secretary. Ms. Moricle also sought clarification from Carolyn Long, HLC Consultant to Bluefield State. Mrs. Long stated there was no conflict of interest either.
 - Ms. Moricle is reaching out for documentation from both Mrs. Long and the Ethics commission and will present to the council during their next meeting.
 - Ms. Moricle also offered her resignation as Chair from the Staff Council. All members responded that they did not want her to do so.

Adjournment:

- Meeting was adjourned at 2:15 PM
- Next scheduled meeting of the Staff Council is Friday, February 23rd at 2 PM in the Boyd Conference Room

Meeting minutes prepared by: Jeanne Moricle