WVU Parkersburg

STAFF COUNCIL

Chair: Rodney Parker

**Minutes**

2:30 p.m., February 19, 2020

Community Room

**Present:** Brandon Amos, Dennis Carnes, Al Collins, Pat Harris, Cody Irick, Kim McFee, Pat Mollohan, Doc Moore, Rodney Parker, Rebecca Rhodes, JB Skidmore and Kathy Wince

**Absent**: Brad Wilson

**Special Guests:** President Gilmer, Vice President Brady Whipkey, Human Resources Executive Director Scott Poe and Melissa McKinley

1. President Gilmer presents updates on the college strategic plan and other projects.
   1. WVU Parkersburg has a three percent FTE increase for enrollment which is built on Early College. One new goal is to convert 22 to 30 percent of Early College students into traditional students.
   2. A feasibility study will be conducted on the implementation of dormitories. WVU Parkersburg has confirmation, from the state level, to receive housing, but the college will have a local conversation on how to make it happen.
      1. WVU Parkersburg offers the most affordable tuition for individuals seeking a bachelor’s level degree in West Virginia. The college may be able to attract students seeking their four-year degree if on-site housing is offered.
   3. The new strategic plan is in its final editing stages. It will be released in its draft form for the campus community to read and respond to.
      1. The plan outlines specific strategies to increase FTE and is built on the lifecycle of a student, focusing on job placement for WVU Parkersburg graduates as well as welcoming them to stay connected as alumni.
   4. WVU Parkersburg will celebrate its 60th anniversary in 2021. A committee will be formed to plan a year of celebration.
   5. The Actors Guild of Parkersburg will perform “Sense and Sensibility” in the college theater during the end of February and throughout March while their theater undergoes renovations.
   6. Human Resources is currently reviewing PIQs for the Mercer Project, which may have an impact on increase to pay scales.
2. Minutes from the January 15 meeting are approved.
3. Board of Governors Classified Staff Representative JB Skidmore provides details about President Gilmer’s review.
   1. President Gilmer will undergo a review from the Board of Governors so the governing body may evaluate the impact he has had on the college the past 18-months.
   2. On February 20, the Board of Governors will host open forums with faculty, staff, community members and more.
   3. WVU Parkersburg representatives received a survey from the Board of Governors. All names from the submitted surveys were redacted.
4. Treasurer Pat Mollohan provides Staff Council budget updates.
   1. The Staff Council college FY 20 budget is $1,525.00
   2. The Activity Fund end balance is 11,530.97, but the WVU at Parkersburg Foundation will be giving a $500 check to the Staff Council for the Christmas luncheon.
   3. The Employee Emergency Fund balance is $1,480.50 due to a recent fund request.
5. Secretary Rebecca Rhodes requests approval from the Staff Council to send Mercer Project updates to the campus community.
   1. Staff Council Chair Rodney Parker approves the request.
6. Staff Council votes on Employee of the Month.
   1. Employee of the Month for March is Debbie Kafer.
7. Kathy Wince motions for the meeting to be adjourned. Brandon Amos seconds the motion.
8. Next meeting: Wednesday, March 18, 2020, in the Community Room.