



Meeting Minutes

Wednesday, February 1, 2023 - 2:00 pm

Online Conference

- I. **Call to order** - The meeting was called to order by Spencer Flanagan. There was not a December 2022 meeting due to several people being unavailable and the holidays.
- II. **Roll call** – Conducted by Donna Trickett.
- III. **Approval of the minutes for the November 16, 2022, meeting** except for changing dorms to Residence Halls with regarding to the recycling. Per Spencer, we will start receiving packets that contain the Treasurer’s Report. Amended minutes from November will be included in this packet.
- IV. **Treasurer’s Report** – Leticia Cavicchio reported that as of the end of January 2023, our balance is \$3,449.54. There were revenues and expenses. Beginning balance was \$5,710.47. Revenues were \$2,268.57. Our expenses were \$4,529.50 paid out for scholarships. This leaves a balance of \$3,449.54 which means we need to start fundraising to support our scholarships. A detailed report will be included in the council member packets. Treasurer’s Report was approved.
- V. **Announcements and Reminders** – John Devault will be leaving Fairmont State University. The ACCE Rep position will then be vacant, and we will need to hold a special election within 30 days. John thanked us for the opportunity to serve.
- VI. **Administrative Reports**
 - Report from HR – Ashley Maxey – She reported that Open Enrollment for insurance will be in April 2023.
 - Report for IT – Christa Kwiatkowski was not available, but Spencer reported that there is slow movement on plans for the Print Shop.
 - Report from Physical Plant/Facilities – None.
 - Report from Student Success – None.
 - Report from Student Government – None.
 - Report from Interim President – Dr. Phillips – None.
 - Report from Interim Provost and Vice President for Academic Affairs – Tim Oxley – None.

Council Reports

Staff Council President Report – Spencer Flanagan – Spencer reported that the Campus Climate Survey is a hot topic. There was a survey also conducted out of the Faculty Senate last year that the staff were invited to participate in and then ultimately opted out of participating. A committee has been created by the interim President’s Office to assemble a Campus Climate Survey Committee that will design the process for this survey. Ashley Maxey will chair this committee and the representatives are a balance of faculty and staff; 3 faculty and 3 staff. Spencer will be representing the Staff Council. An Employee Handbook Committee has also been formed. Spencer is also serving as the Staff Council representative. A

draft of this Handbook will be available soon. A pdf copy and a web link will be sent out by email from HR for review and a page is included to sign and return to HR letting them know that you received the information.

- BOG Rep Report – Jon Dobbs was not available, but Spencer reported that on December 8, 2022, there was a full BOG meeting. During the meeting Dr. Phillips reported that the campus is working on the marketing plan. Also reported was that last semester we had several students in crisis and the campus is getting a group together to talk about student resilience. Rae Dyer reported a 50% increase over last year for the Day of Giving. There was \$1.55 million total raised to date. Also reported a trend in decreased enrollment that is not unique to Fairmont State University. Regarding the Presidential search, the chairs met virtually on December 1, 2022, and the application has a cut off of January 31, 2023.
- ACCE Rep Report – John Devault – John reported that at the last meeting it was a review of minutes. There was some discussion on the campus carry laws that are being reviewed in the West Virginia Legislature. No statement was issued from their group.
- URM Updates – None.

Committee Reports

- Scholarship Committee – None.
- Staff Development Committee – None.
- Fitness and Wellness Committee – None.
- Survey Committee – None.
- Fundraising Committee – Spencer reported that the committee will be chaired by Tish Cavicchio and Jesse Sharps. A preliminary meeting was held in December with only 3 people in attendance. Another meeting will be scheduled. Tish asked if anyone has ideas please share with the committee. Susan Rodriguez did share some good ideas earlier. Spencer mentioned that you do not have to be on the committee to attend the meeting.

Executive Committee – Spencer reported that a meeting was held to discuss the campus stance on the campus carry bill (Campus Self Defense Bill Senate Bill 10), but they did not take a stance but “wait and see”. The university is not taking an official stance on this issue at this time.

Unfinished Business – None.

New Business – None.

Presentation – None.

Open forum for the staff to make comments, ask questions, and/or address issues (No senior administrators will be present). – None.

Executive Session (if necessary or requested) – None.

Next Meeting – February 22, 2023, at 2pm

Adjournment