**Classified Staff Meeting Minutes**

March 26, 2025 | Teams | 1:00pm

**Attendees:**

Chairperson Mary Jo Rutherford, Jama Marshall Roy, Memori Dobbs, Chip Hawkins, Carla Sabatino, Donald Luketic, Annette Shaw, Christy Reger

1. Call to Order

Chairperson Mary Jo Rutherford called the meeting to order.

1. Old Business
	* Motion to approve January Meeting Minutes
		+ Christy made a motion to approve January’s minutes. Chip seconded the motion. The motion was carried.
	* Motion to approve March Meeting Minutes
		+ Christy made a motion to approve March’s minutes. Annette seconded the motion. The motion was carried.
2. New Business
* BOG Report – Juanita Nickerson: Absent
* ACCE Report – Chip Hawkins
	+ 7 new bills in session. A few were discussed:
		- Charging college students for transcripts
		- Student food pantries
		- Class Voting Bill
			* Jama informed that Interim President Michael Waide provided updates at the Meet & Confer that the bill was updated to state that the voting rights were reinstated with a caveat of there will only be a Classified Staff BOG Rep or a Non-Classified BOG rep.
	+ Fake students online statewide. They are trying to figure out a way to curb this.
		- Students must provide a valid WV identification.
	+ Deductibles are going up 40% for healthcare.
		- There were no further updates on this matter.
* Committee Reports
	+ Legislative Affairs
		- No updates.
	+ Election – Memori Dobbs - April 2025
		- Memori has been in contact with Kim Cale
			* A survey will be going out for Classified Staff Officer Elections in April
				+ Term will be from July 1, 2025 to June 30, 2027
	+ Staff Development – Jama Marshall Roy
		- Jama suggested a training for Crucial Conversations.
			* Jama will work to get this together.
		- Mary Jo reminded that Classified and Non-Classified staff groups would like to join for staff development sessions.
	+ Website
		- Mary Jo is connecting with Stefanie Moore to post minutes to the website.
	+ Special Events – Mary Jo & Juanita
		- Awards Ceremonies: April 24th @ Robert Mollohan Building.
			* Students to begin at 5:30pm
			* Faculty & Staff to begin at 7:00pm
				+ Mollohan Building. A Nomination & Selection Committee was formed to name Classified Staff Employee of the Year. Name of awardee needs to be sent to Office of Academic Affairs by March 26, 2025. Chairperson & Selection Committee will present the Award at the Awards Ceremony.
		- Graduation: May 9th @ Robinson Grand Theater in Clarksburg. Doors open at 5:30pm. Ceremony will start at 6:30pm.
	+ Fundraisers – Pierpont logo will not change. Do we want to do a fundraiser for Scholarship Fund? When?
		- Jama attended the latest Meet & Confer meeting where Kim Cale mentioned Classified Staff selling Fan Cloth items. There is interest in the Pierpont community to be able to purchase Pierpont merchandise.
		- Mary Jo has a contact for BSN Sports (formerly known as Fan Cloth) that she will get information from and present at the next Classified Staff Council meeting.
		- Annette suggested to hold the fundraiser in the Fall for more participation.
		- Non-Classified Staff will participate in fundraisers and split the profit 50/50.
	+ Scholarships – Award how many scholarships this year?
		- There is $2000 in the scholarship fund.
			* 2 Full-Time Scholarships: $500
			* 2 Part-Time Scholarships: $250
			* Deadline for application is the end of June.
				+ Christy motioned to approve the scholarships. Carla seconded the motion. The motion was carried.
		- Mary Jo suggested to create a Memorandum of Understanding (MOU) with Non-Classified Staff to allow Non-Classified Staff members or their dependents to be able to participate in the scholarship opportunity moving forward.
			* Don motioned to approve the MOU. Carla seconded the motion. The motion was carried.
	+ Strategic Proprieties – President’s Council: Ways Pierpont could grow in supporting student learning and engaging employees.
		- Send suggestions to Mary Jo and she will post them in the Teams file for Strategic Priorities.
	+ Issues & Concerns
1. Upcoming Meeting

The next meeting will be April 23rd, 2025 @ 1:00pm on Teams.

Chip made a motion to adjourn the meeting. Donseconded the motion. The motion was carried.

The meeting was adjourned.

Respectfully submitted,

Jama Marshall Roy

Secretary