

Classified Staff Meeting Minutes

April 23, 2025 | Teams | 1:00pm

Attendees:

Chairperson Mary Jo Rutherford, Jama Marshall Roy, Carla Sabatino, Chip Maynard, Donald Luketic, Kayla Hawkinberry, Memori Dobbs

1. Call to Order

Chairperson Mary Jo Rutherford called the meeting to order.

2. Old Business

- Motion to approve March Meeting Minutes
 - Chip made a motion to approve March's minutes. Carla seconded the motion. The motion was carried.

3. New Business

- BOG Report – Juanita Nickerson: Absent
- ACCE Report – Chip Hawkins
 - An email will be sent out regarding the Class Voting Bill
 - There is a proposal to veto the bill
 - No updates regarding research to redo and increase employee pay
- Committee Reports
 - Legislative Affairs
 - No updates.
 - Election for Classified Staff Council
 - Kim Cale handled this via email and we are awaiting results.
 - Staff Development – Jama Marshall Roy
 - Dr. Clemens will be presenting about Crucial Conversations this summer for Classified and Non-Classified Staff.
 - Jama will start looking for dates to hold this training event.
 - Website
 - Mary Jo is keeping up with Stefanie Moore to post minutes to the website.
 - Special Events
 - Awards Ceremonies: April 24th @ Robert Mollohan Building.
 - Students to begin at 5:30pm
 - Faculty & Staff to begin at 7:00pm
 - The Nomination & Selection Committee has named the Employee of the Year which will be presented by the Classified Staff Chairperson and Selection Committee at the ceremony.

- Graduation: May 9th @ Robinson Grand Theater in Clarksburg.
Doors open at 5:30pm. Ceremony will start at 6:30pm.
- BSN Sports Fundraiser
 - As previously discussed, Mary Jo sent out a few documents regarding the BSN Sports Fundraiser.
 - We will receive 10% of items sold from this fundraiser.
 - Non-Classified Staff will participate in fundraisers and split the profit 50/50.
 - The fundraiser will be held in Fall 2025 to capture new students.
- Scholarships
 - 2 Full-Time Scholarships: \$500
 - 2 Part-Time Scholarships: \$250
 - Mary Jo sent out the application. It is due by June 30th to Kim Cale.
- Meetings with Non-Classified Staff
 - It was suggested that Classified and Non-Classified Staff Councils should begin to meet regularly.
 - Don suggested that we meet quarterly.
 - Chip made a motion to accept this timeline. Kayla seconded the motion. The motion was carried.
- Strategic Priorities – President's Council – Ways Pierpont could grow in supporting student learning and engaging employees.
 - Gather ideas for upcoming Meet & Confer on Friday, April 25th at 2:00pm.

4. Upcoming Meeting

The next meeting will be May 28th, 2025 @ 1:00pm on Teams.

The meeting was adjourned.

Respectfully submitted,



Jama Marshall Roy

Secretary