

Classified Staff Meeting Minutes

April 23, 2024 | Teams | 1:00pm

Attendees:

Chairperson Mary Jo Rutherford, Jama Marshall Roy, Annette Shaw, Leah Ellison, Christy Reger, Memori Dobbs, Juanita Nickerson

1. Call to Order

Chairperson Mary Jo Rutherford called the meeting to order.

2. Old Business

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

3. New Business

- BOG Report – Juanita Nickerson
 - They held a special meeting regarding tuition increase.
 - Keeping up with Pierpont's Values
 - Spoke with people in Charleston about money owed to Fairmont State University.
- ACCE Report – Chip Hawkins: Absent
- Committee Reports
 - Legislative Affairs
 - No updates.
 - Staff Development – Jama Marshall Roy
 - Part 1: Stress Management – Monday, June 3rd @ 9:00am
 - Part 2: Safety – Monday, June 17th at 9:00am
 - Part 3: Suicide Prevention – Monday, July 1st @ 9:00am
 - Part 4: Faculty/Staff Crisis Response Protocol for Distressed Students – Monday, July 15th @ 9:00am
 - Part 5: De-Escalating an Upset Person – Monday, July 29th @ 9:00am
 - Use of Events Funds to purchase breakfast items
 - Juanita made a motion to approve. No one seconded the motion. The motion did not carry.
 - Website
 - Mary Jo is keeping up with Matt Turner to post minutes to the website.
 - Special Events
 - End of the Year Picnic is April 30th.

- Employee of the Year
 - Multiple committee member were nominated so they had to excuse themselves from the decision process.
 - An individual was selected and submitted to Skye Feather and Matt Turner.
 - The individual will be announced at the awards ceremony on April 2nd at 7:00pm.
- Graduation is May 10th.
- Fan Cloth Fundraiser
 - Mary Jo was asked by a faculty member if Classified Staff would be doing the Fan Cloth Fundraiser again this year as they would like blazers with Pierpont's logo for recruiting events.
 - They require us to sell between 60-150 items to receive a \$4 profit per item.
 - Last year we sold less than 30 items.
 - Memori suggested to instead find a company to only do blazers with the Pierpont logo and see if we can get each department to use funds to purchase these items through Classified Staff for their department members.
 - Christy suggested to purchase blazers from JC Penney and have the logo added.
 - Recommendation for Reef Graphics.
 - This will be discussed further at the next meeting.

4. Upcoming Meeting

The next meeting will be May 22nd, 2024 @ 1:00pm on Teams.

Annette made a motion to adjourn the meeting. Juanita seconded the motion. The motion was carried.

The meeting was adjourned.

Respectfully submitted,



Jama Marshall Roy

Secretary