

## Marshall University Classified Staff Council Minutes

July 16<sup>th</sup>, 2020, Virtual Meeting via Microsoft Teams

**Members Present:** Nina Barrett, Amber Bentley, Lacie Bittinger, Karena Burriss, David Childers, Timothy Cline, Samantha Fox, Carol Hurula, Dena Laton, Becky Lusher, Mitzi Meade, Teresa Meddings, Missy Morrison, Denise Parks, Rodney Sanders, Marcos Serrat, Justin Tyler, Eric Wallace, Tony Waugh

**Members Absent:**

**Members Absent (Excused):** Lisa Maynard, Crystal Stewart,

**Guests:** John Apel, Monica Brooks, Butch Burriss, Mallory Carpenter, Mary Chapman, Margaret Cyrus, Bruce Felder, Melanie Gallaher, Jerome Gilbert, Christopher Hodge, Brandi Jacobs, Kate McComas, Leonard Lovely, Carissa McDonald, Leigh McDonald, Meg Cyrus, Marriah Menchaca, Ginny Painter, Mark Robinson, Kay Scott, Gillian Sochor, Susan Weinstein, Sabrina Williamson, Amy Marie Workman,

Interim Chair Tony Waugh called the meeting to order. Parliamentarian Becky Lusher verified there was a quorum.

### Dr. Gilbert – University President

- Dr. Gilbert announced that he supports Staff Council in the creation of sub-categories for the Bob Hayes Awards.
- Dr. Gilbert stated that the University has been trying to avoid layoffs and terminations and they have proposed other measures to prolong that as long as possible. This isn't the case for all other universities.
- The Board of Governor's passed a tentative budget, which has a tentative tuition and fees revenue reduction of about \$10.8 million due to an anticipated decline in fall enrollment.
- The BOG also passed the plan Dr. Gilbert submitted for creating \$15 million in savings for "Level 1 Reductions" and an additional \$11.7 million in savings in "Level 2".
  - Employees making over \$100,000 will begin experiencing a reduction in salary on July 4<sup>th</sup> as part of this plan.
- In response to the raised consciousness of the nation following the death of George Floyd, Dr. Gilbert spoke with Maurice Cooley and new SGA President, Anna Williams. They have now created a group called the Coalition for Anti-Racism at Marshall.
  - Included in the group are the following individuals:
    - Maurice Cooley, VP of Student Affairs,
    - Tim Melvin, Chairman of the President's Commission on Diversity Equality and Inclusion,
    - Anna Williams – President of SGA,
    - Kyle Powers – Vice President of SGA,
    - Shaunte Polk – Head of the Center for African American Students,
    - Rashad Sanders – President of the Marshall Black Alumni Association,
    - Jim Terry – MUPD Chief,
    - Bill Smith – Retired Superintendent and current BOG member,

- Jada Coleman – President of Black United Students,
- Lake Polan – Local businessman and President of the Marshall foundation board
- As a result of the anti-racism group Dr. Gilbert has already issued a desire to have mandatory diversity training in the fall, a diversity hiring plan for every hiring group on campus, and a virtual town meeting on July 28<sup>th</sup> with Chief Jim Terry, Anna Williams, and Time Melvin to discuss policing and community social justice. Also scheduled in the fall is a Student Listening Session to listen to the concerns of black students at Marshall. Dr. Gilbert is also asking everyone to read the book *Just Mercy* with him in sort of a book club format.
- The Marshall Board of Governors had a special called meeting on July 7<sup>th</sup>. At that meeting they removed the name Jenkins Hall from the Education Building. This is the only building that will be considered for name removal. After a period of time the BOG may entertain nominations for new names on the building.

The following questions were sent to the administration ahead of the meeting and Dr. Gilbert answered each during his report:

- **Q: What is the committee makeup of the COVID response team that is handling the plans for student and staff return? – Some classified staff are concerned about whether classified staff are being included and have a voice.**
  - **A:** The provost and the President have been making most of the major decisions related to the campus response to the pandemic including budget items and logistic return-to-campus items. They have been working closely with the Director of Environmental Health and Safety, Tracy Smith, as well as other key staff members. The campus committees have been carrying out the tasks of developing a set of comprehensive plans at Dr. Gilbert's direction. Dr. Gilbert directed the creation of a Coronavirus website, and on that page there is an email where Classified Staff and others can provide input on the plan. In addition, there have been a number of Town Hall Sessions for staff, students and faculty to ask questions and provide input to the plan. Feedback has been taken from constituents and that feedback has been considered when directing the committees and the plan formation.
    - Dr. Gilbert also provided a list of various workgroups and committees that have been working to carry out the planning process. (p. 10)
    - The Health and Safety task force on page 3 is meeting every week to develop strategies which have been developed and are changing over time.
    - The Provost created a number of task forces to deal with academic issues including safety in the classroom, return to clinical experience, instructional methods and teaching. He also gave specific tasks for the deans to investigate and all of those items were fed back to both Provost and President.
    - There are groups in Athletics, Research and Finance. All of these groups were based on function and responsibility. Some classified staff were included when their job function dictated a responsibility that would relate to the task being undertaken.

- We have been operating in an emergency and incident command mode for several months now, and immediacy of action and decisions has been and continues to be important.
- **Q: Is the reopening of on-campus classes this fall still likely with the Governor's recent reduction of max group size to 25 people?**
  - **A:** On-campus face-to-face classes are still very likely. They anticipate the Governor to raise this number in the next several weeks and it is also possible that we could be exempt in the future because the Governor is aware of the extraordinary efforts that we are taking to keep our students, staff and faculty safe.
- **Q: When will the final decision be made on whether to have on-campus courses resume in the fall?**
  - **A:** There is no final date set in stone as things have been changing weekly and it's too fluid to be definite. We know that it's possible that we could be in the middle of face-to-face instruction and then have to pivot to mostly online very quickly. They do not anticipate that they will go totally online like was done in the spring. If necessary, at the most they may go around 90% online and also still have some students in the residence halls. We will be watching other major universities as to what they do, and of course we will be taking instruction from the State and Governor's Office.
- **Q: In terms of budget, will furloughs be unavoidable if students don't return to campus for the fall because of the loss it would mean in housing and meal plans on top of tuition since not everyone wants to do online learning?**
  - **A:** Dr. Gilbert acknowledged that indeed not everyone wants to do online learning, and if we were to go 90% online we do anticipate somewhere near a 20% or more drop in enrollment. This is due to surveys we've taken with our own students. This would force us to implement both Level 1 and Level 2 of the Budget Reduction Plan. The following steps are what we would probably go through:
    - Look at the student census on August 24<sup>th</sup>, the first day of class.
    - If we have dramatically low enrollment (15% or greater) we will first implement Level 2 of the salary reduction plan. This level will bring into the reduction those with salaries between \$50,000 and \$100,000.
    - Mark Robinson and Dr. Gilbert would then look at our Tuition and Auxiliary revenue, and then take additional steps in level 2, which would *probably be taken in this order*: Partially reduce administrative stipends, do additional operating budget cuts, additional reductions in salaries for those between \$50-100,000, layoffs of personnel including graduate students, and lastly they would consider furloughs but hope to avoid them through the other measures.
- **Q: What do our numbers look like for freshmen this fall? What about returning students?**
  - **A:** Our fall numbers are down, but aren't too bad at this point. However, unlike with previous years enrollment numbers being a good predictor of what will happen in the fall, we don't know if what we have currently will hold. National polls of high school graduates shows that 15% are planning on sitting out this year and taking a gap year. Therefore freshman deposits may not be accurate in predicting if someone shows up this fall.

- Freshman numbers are currently only 4% down compared to last year. We're sitting at about 1440 students. However, we're down 23% compared to the fall of 2016 when we had 1880 students.
- Our other returning undergrad student numbers are down around 3% and our returning grad student numbers are down less than 1%.
- Our international student numbers are down 37%.
  - We're only looking at about 166 international students this fall.
- When putting all of those numbers together, our best case scenario if everyone shows up would be a 2.2% reduction, which would be much better than what we are planning for. Right now we're planning for the worst and hoping for the best.

*Do you plan to incorporate the anti-racism and diversity training into the Week of Welcome? – Carol Hurula –* Dr. Gilbert said it's a little late to add much, especially training, but there is some interest in putting some diversity in the Week of Welcome.

*Has there been a good response from people in terms of submitting questions online? – Becky Lusher –* Yes, there has been a lot of input and also some suggestions. Some adjustments have also been made based on the input received.

#### **Bruce Felder – Human Resources**

Bruce addressed the following questions, which had been sent prior to the meeting:

- **Q: What percentage of employees have returned to campus? If we're not at 100%, when do you expect we will be? Is it true that some departments are still almost exclusively telecommuting?**
  - **A:** The goal had been to have 90-100% of employees back on campus as of July 6<sup>th</sup>. However, as of this week, we are averaging between 52-60% of employees back on campus. Some general flexibility has been given for some staff who needed additional time and had concerns with plexiglass being installed. They expect 100% back by the end of the month and/or some type of agreement in place for those who may have received an approval for other accommodations.
    - Yes, there are some departments who are reporting much lower numbers than they would like to see and those departments are encouraged to get to 100% by our deadline of the end of the month.
- **Q: Is there anything to report in terms of progress on the staff evaluations or the compensation plan?**
  - **A:** We have a draft compensation plan that is nearly complete by our committee. We were at the review process at the start of the pandemic. Since then, it hasn't been picked back up due to dealing with COVID-19. The plan had been to have Performance Manager Evaluation training on campus this fall. They had begun working with a consultant who was going to help train managers on how to do evaluations. They were then planning to have training on the performance evaluation system in the spring.
    - Due to everything that is going on, they are trying to determine if this is an effective time to start doing that training this fall.

- **Q: West Virginia Public Schools are not scheduled to open until 9/8/20. Can a Marshall employee use Families First Corona Response Act (FFCRA) leave to care for their children during the delayed opening? What is the process for applying for Families First Corona Response Act Leave for childcare purposes? Example: Cabell County Schools were scheduled to report 8/13 and are now delayed until 9/8. Can an employee take leave for this time period or until the public schools in West Virginia re-open?**
  - **A:** At the beginning of the pandemic, Human Resources developed a resource page for employees, one resource being the guidance for FFCRA. This benefit for childcare is extended through 12/31/2020 and says that if you have a childcare issue where the public or private school or daycare that your child is in closes, employees can apply to receive the following:
    - Up to 2 weeks of paid time off to take care of children displaced due to COVID-19.
    - Up to 10 weeks of pay at two-thirds your pay for childcare only.
  - Typically an employee couldn't use this benefit for summertime, but since school was originally scheduled to start earlier it can now be used from 8/13 until school starts.
  - The way to apply for it is under the Families First Corona Response Act on the HR COVID-19 resources page here: <https://www.marshall.edu/human-resources/covid-19-resources/>.
- **Q: Let's say I report a COVID-19 symptom and have to stay home. We are granted two weeks of paid sick leave for the Families First Corona Response Act (FFCRA). How do I report this leave via FFCRA? Will there be an option in TimeClock Plus? Should I message my supervisor and tell them about staying home and taking leave via FFCRA? I just want to make sure that if I have to stay home because I have COVID-19 symptoms that I will not be charged SL and will be able to use the FFCRA leave for this purpose. Will employees who self-report symptoms be required to stay home and take FFCRA leave?**
  - **A:** Employees who experience symptoms are encouraged to stay home and contact their primary care provider. Employees can get 2 weeks of sick leave if they have COVID-19 or have to care for another family member with COVID-19 *and* have been told to quarantine by a physician or a local, federal, or state authority. (ie. the Health Department).
    - If employees must quarantine and can effectively telework, they can do that as opposed to using any leave.
- **Q: Could Human Resources host a Town Hall or similar event for employees dedicated to Families First Corona Response Act (FFCRA)? Or post a video explain the process in plain language for employees?**
  - **A:** Bruce encourages employees to look at the link already created for the FFCRA. If that resource isn't enough, they will be happy to provide more information.
  - Also created was a Cares Act procedure back on April 1, 2020 that provides additional information and guidance on how the Families First benefits work. <https://www.marshall.edu/human-resources/files/MU-HR-51.pdf>
  - Employees can also send their questions via email to [returntowork@marshall.edu](mailto:returntowork@marshall.edu) and get answers to their questions directly.

*If we have a case where someone discovers they potentially could have been exposed and they are awaiting a test result from that possible contact person, can managers make that decision to have them work from home or do we need to notify HR? – Lacie Bittinger –* Any time an employee knows they have had potential exposure, they should immediately notify their supervisor and their health care provider, and seek advice. Out of an abundance of caution, HR has been telling employees to self-isolate and telecommute if possible and do the following:

1. The employee should stay at home and await contact tracing from the health department or other authority.
2. If they have not been contacted within 24 -48 hours that may not have been considered as a primary exposure.
3. If they have not been contacted within 72 hours and/or don't have the test results back, the employee should reach out to the health department.
4. Based on health department's response, the employee may be eligible to return to work.

If an employee can't telecommute and we are encouraging them to stay at home, they are encouraged to apply for the FFCRA. Even though they may not qualify under the need to be told by a doctor to quarantine, if Marshall has told them to then they can make an exception.

*Does the supervisor need to inform HR if they are allowing someone to work from home in the previously mentioned scenario? – Lacie Bittinger –* Bruce stated he wouldn't require a telecommuting form for a short time while awaiting a test result, but it should be reported to Tracy Smith in Health and Safety and Bruce should be copied on it. This is important for tracking potential outbreaks.

*If approved for the FFCRA, do they get that first before exhausting sick leave? – Carol Hurula –* Yes, that is correct. Once that is processed, supervisors can use a code called COOP-EL for Continuation of Operation Plan Emergency Leave for up to 10 days.

*The COVID Response website says there will be online training modules for students and employees. Do you have an anticipated date when that will begin? Also, what about the HealthCheck App? – Carol Hurula –* Bruce stated that was a training that Health and Safety was putting together and he hasn't been involved with it so he is unsure. As for the App, the University of Alabama at Birmingham has developed a proprietary app for their entire school system. They are leasing the app out for others to use it and Marshall is currently working with them to use it also.

*Where does the data about COVID cases, tests, etc. on the Marshall page come from? Is that just Marshall self-reporting? – Carol Hurula –* Yes, those are just Marshall employees and students. Tracy Smith and the Office of Communications worked together to get that information out.

*If schools continue to be delayed can we use the additional 10 weeks at two-thirds pay due to childcare problems? Also, can that time be split up or does it have to be used all at once? – Chris Hodge –* Yes, Bruce said those 10 weeks can only be used for childcare issues related to COVID. However, if an employee is able to telecommute they can do that as well. Bruce said he hasn't read anything saying that the leave cannot be used intermittently so he *believes* that would be fine.

## **Minutes**

June 18<sup>th</sup>, 2020 Minutes approved as written.

### **Carol Hurula – BOG Report**

#### **BOG Representative – Carol Hurula**

*\*Disclaimer: This is my interpretation of each meeting and presentation and are not verbatim conversations. Any questions or clarification, please notify me.*

#### **BOG Meeting on June 25, 2020**

- Approval of minutes from April 23, 2020
- Approved BOG Policies; AA-15, AA-33, HR-10 w/amendments, and SA-1
- Tabled for further review; AA-18, AA-31, FA-11 and AA-XX
- Approved Fall 2020 Health and Safety Measures Plan. Committee; Tracy Smith, Sr VP Communications, Dr. Dial, Provost, Director Housing and Residence Life, Chief Terry, Travis Bailey, Bruce Cottrill, General Counsel, and Mtn Health Network
- Approved degree “name change” from BS in Safety Technology to BS in Occupational Safety and Health (name change only)
- Approved Financial / Budget Report ending March 31, 2020. Vacancy savings, summer session up, CARES act and travel cuts helped FY20 remain flat.
- Approved Investment Earnings Report Update (calendar YTD loss up from -10.34% to 7.30% end of June 2020). Net assets decrease but physical condition remains strong. As approved at prior BOG meeting, will be changing investment firms from Agility to Mekata. Fees are ½ of current cost
- Approved room & board section of tuition & fee schedule to include Fairfield Landing rates (which were reduced slightly upon discussion with PPP). Campus Collective campaign to review marketing advantages.
- Approved the Tuition & Fee schedule to reduce FOIA fees from \$1.00 to \$.50 and appropriate fees added for the Physician’s Assistant Program.
- Approved proposed budget reductions for FY21 (level 1) due to enrollment anticipation of 10-15%. Considered proposal of budget work group. Budget is a reduction of \$13 million and uses \$10 million from reserves. Level 2 will not go into effect until university analyzes need.
- Approved FY2021-2026 Capital Budget
- Approved Athletics Budget which includes a 5 million cut. Budget built on anticipation of 10% reduction student enrollment. Budget is built on “worst case scenario”. \*this cut 3.4 million from universities budget – mainly student fees due to loss in enrollment.
- Approved 2 contractual agreements for staff for athletics.
- Approved Restrictive Use Declaration with SWVA. (rezoning for heavy industrial – not to be sold or transferred to another entity)

**President's Report:**

- Discussed budget reductions level 1 & 2 due to uncertainty of fall enrollment and how courses will be delivered
- Maurice Cooley met facilitated discussion with football staff and athletes to express their views surrounding current issues relating to the death of George Floyd. Football team selected that day to kneel for 8 minutes and 46 seconds in honor of George Floyd.
- Social justice, anti-racism talks/discussion planned for the fall
- Book club this fall with first book: Just Mercy
- Return to Campus Plan – keep safe, wear masks, hand washing. Steps to be taken to keep students and employees safe during pandemic.
- Revised academic plan – mixture of face 2 face, online classes and hybrid. Academic calendar approved by Faculty Senate adjusted to minimize travel to and from campus once fall and spring semesters begin but still maintaining instructional days (no change). Classes will be completed online after Thanksgiving break.
- Classroom capacity will be limited to 50% capacity with professors given option of face masks, shields and teach behind plexiglass.
- Masks will be required of all students and employees in buildings/classrooms.
- Students living on campus will be tested for COVID-19 upon arrival. Will have shared dorm room options.
- Town Hall meetings have been scheduled via Microsoft Teams for members of Marshall Community, staff, faculty, students and parents.
- Thanked outgoing board members and chairman for their service to the university. Outgoing board member Jim Bailes, members; Tim Dagostine, Christie Kinsey, Gary White, and Stephanie Rogner. Clock will be delivered to them in recognition of their service.
- Welcomed new board appointees, Angel Moore, Donald Holcomb, and Samuel Moore

**Nominating Committee:**

Geoff Sheils, Bill Smith, and Christie Kinsey.

- Motion to appoint Patrick Ferrell as Chairman, motion approved
- Motion to appoint Jim Farley as Vice Chairman, motion approved
- Motion to appoint Tony Stroud as Secretary, motion approved

**Chairman's Report:**

Heartfelt message to the Board Members, President and University.

**BOG Representative – Carol Hurula**

*\*Disclaimer: This is my interpretation of each meeting and presentation and are not verbatim conversations. Any questions or clarification, please notify me.*

**BOG "special" Meeting on July 7, 2020**



- Swearing in of four new board members; Kathy D’Antoni, Angel Moore, Donald Holcomb, and Samuel Moore.
- Suggested by President Gilbert - the removal of the name of Jenkins Hall from the Education Building. Motion made by Anna Williams, second by Jim Farley. Motion approved. New name to be chosen at a later date. Building will be referred to as Education Building.

**Committee Reports**

***Election Committee – Nina Barrett*** – No report.

***Legislative Committee – Carol Hurula*** – No report.

***Personnel/Finance Committee – Lacie Bittinger*** – No report.

***Physical Environment Committee – Crystal Stewart*** – No report.

***Service/Staff Development Committee – Missy Morrison*** – No report.

**Bob Hayes Staff Awards Committee**

The committee has been tasked with awarding 6 monetary gift awards to staff members in honor of the 11<sup>th</sup> President who served from 1974-1983. The following names have been created for each gift, and nominations will hopefully take place via Qualtrics in the near future.

“The Difference Maker” - Campus & Community Impact Award

“The Power of One” – University Impact Award

“The Stand Out Performer” - Exceeds Expectations Award

“Above and Beyond Champion” - Student Service Award

“Leader of the Herd” – Leads and Lives by Marshall’s Mission

“Exceptional Dedication and Commitment” - Council’s Choice Award

**Announcements**

Minutes taken and prepared by: \_\_\_\_\_  
Katie M. Counts, Program Assistant, Classified Staff Council

Minutes approved by: \_\_\_\_\_  
Tony Waugh, Interim Chair, Classified Staff Council

Minutes read by: \_\_\_\_\_  
Dr. Jerry Gilbert, University President

## **Active Committees and Work Groups (as of July 16, 2020)**

### **COVID- 19 University Response**

Charge: To share information related to University's response

Facilitator: President Jerry Gilbert

Participants:

Jaime Taylor	Ryan Rosevelt
Sherri Smith	Leah Payne
Jim Terry	Mistie Bibbee
Larry Dial	Joyce Harrah
Lekesha Taylor	Layton Cottrill
Scott Morehouse	Jeff O'Malley
Mike Hamrick	Tammy Johnson
Charlotte Weber	Tootie Carter
Tracy Smith	Beth Hammers
Miriah Young	Brandi Jacobs-Jones
Daniel Persinger	Sonja Cantrell-Johnson
Mark Robinson	Cora Westmoreland
Maurice Cooley	Chris McComas
Bruce Felder	Austin O'Conner
Ron Area	Mallory Jarrell
Leah Tolliver	Megan Archer
John Maher	Tiffany Davis
Ginny Painter	Mike Powers
Travis Bailey	John Winters
Michael McGuffey	Melanie Chapman
Edward Aractingi	
Jean Hardiman	
David Steele	
Clark Davis	

### **Incident Command**

Facilitator: Tracy Smith

Daniel Persinger	Mistie Bibbee
Jim Terry	Travis Bailey
Bruce Felder	Leah Payne
Ginny Painter	Maurice Cooley
Mark Robinson	Larry Dial
Michael McGuffey	Jaime Taylor
Layton Cottrill	Charlotte Weber
Ed Aractingi	

### **Return to Research Task Force**

Charge: To outline parameters to phase in full-time research

Facilitator: Mark Buchanan  
Gayle Brazeau  
John Maher  
Chuck Somerville  
Michael Prewitt

### **Lab Return to Work Subcommittee**

Charge: To outline plans for return to laboratories and research

Facilitator: Don Primerano  
Rong Fan  
Catherine Sedergren  
Uma Sundaram  
Richard Egleton  
John Maher  
Tracy Smith  
Mark Buchanan  
Chuck Somerville  
Gayle Brazeau

### **Return to Work Recovery**

Charge: To outline plans and protocols for employees to return to work to include distribution of PPE and configuration of work spaces

Facilitator: Tracy Smith  
Participants:  
Bruce Felder  
Travis Bailey  
Ginny Painter  
Leah Payne  
Brandi Jacobs-Jones

### **Football Task Force:**

Charge: Protocols and phases for returning football for conditioning and strength training

Dr. John Jasko, Head Team Physician  
Tracy Smith, Director of Health & Safety  
Luke Day, Head Strength & Conditioning Coach  
Chris Lapole, Head Certified Athletic Trainer

Jared Muth, Associate Head Certified Athletic Trainer  
Trevor Lambert, Assistant Athletic Director - Equipment  
Mark Gale, Assistant Athletic Director - Football Operations  
Scott Morehouse, Associate Athletic Director - Facilities & Operations  
Beatrice Crane Associate Athletic Director - Olympic Sports

### **Health and Safety Task Force**

Charge: To address health and safety issues for the reopening of campuses for fall 2020.

Facilitator: Tracy Smith

Participants:

President Jerry Gilbert

Ginny Painter

Larry Dial

Jaime Taylor

Mistie Bibbee

Travis Bailey

Brandi Jacobs-Jones

### **Safety in the Classrooms**

Charge: To outline protocols for mask compliance, room set up, and PPE requirements for professors

Sherri Smith

Michael Prewitt

Avinandan Mukherjee

Tracy Smith

Travis Bailey

Phillippe Georgel

Jaime Taylor

*Note from Dr. Taylor – The tasks forces such as the one for “Safety in the Classroom” reached out to individuals across campus for input.*

### **Return to Clinical Experience**

Charge: outline protocols for safety of students in clinical rotations and possibly identify students who may help with contact tracing and testing if needed.

Sherri Smith

Jaime Taylor

Gayle Brazeau

Tracy Smith  
Michael Prewitt  
Larry Dial

### **Instructional Methods and Teaching**

Charge: To make classrooms ready for distance learning

Michael McGuffey  
Eric Himes

### **Budget Work Group**

**Charge: Preparation for FY21:**

- In the April 27 [communication](#) from Dr. Gilbert a campus update was provided covering a variety of topics that included the Fall 2020 Semester, reopening of campus, and Budget Challenges. The Budget Challenges section discussed the convening of the budget workgroup and a link to the online form for the campus community to make recommendations.
- From April 27 – May 18 – **79** employees from across faculty and staff submitted recommendations for cost savings, as requested in the April 27 communication. All BWG members were provided with the responses with submitters' names omitted.

Mark Robinson (Chair)  
Jason Baldwin  
Ed Aractingi  
Christopher Adkins  
Tony Waugh  
Charles Braun  
Robert Bookwalter  
Monica Brooks  
Tracy Christofero  
Maurice Cooley  
Katrina Eskins  
Philippe Georgel  
Ginny Painter  
Dan Holbrook

Carol Hurula  
Sissy Isaacs  
Brandi Jacobs-Jones  
Kelli Johnson  
Stephanie Rogner  
Michael McGuffey  
Brian Morgan  
Michael Prewitt  
Chuck Somerville  
David Steele  
Jaime Taylor  
Miriah Young

### **Intercultural and Student Affairs Areas**

**Student Activities Office** via Dakota Maddox on a variety of student social and experiential activities

**Fraternity and Greek life** via Matt James on regulating social activities, rush, and related activities

**Intercultural and African American Student Office** via Shaunte Polk and Maurice Cooley on fall student based programming (Black United Students forums, Intercultural Student Weekend, Kente, Society inductions, and more)

**International Student Orientations** via Matt James

**Mental Health and Student Disability Offices** via Michelle Biggs, on guidelines for direct student-client services

**COVID impact on mental health functioning study** by Candace Layne, IRB approved, commencing now

**Women's and Gender Center activities + Wellness** via Leah Tolliver

Leah Tolliver chairing a select committee on developing **proactive and creative fun activities to engage students** to embrace CV guidelines