

Marshall University Classified Staff Council Minutes September 21st, 2023, Virtual Meeting via Microsoft Teams

Members Present: Jesse Baldwin, Nina Barrett, Lacie Bittinger, Crystal Brooks, Tim Cline, Anna Evans, Samantha Holiskey, Carol Hurula, Heather Lowe, Becky Lusher, Nick Martin, Lisa Maynard, Teresa Meddings, Larry Morris, Carleen O'Neill, Lisa Ransbottom, Terri Thompson, Justin Tyler, Tony Waugh, Amy Weaver, Rob Williamson

Members Absent:

Members Absent (Excused): Beretta Coleman, Anita Mathis,

Guests: Jason Adkins, Kelli Adkins, Mike Adkins, Michaela Arthur, Hailey Bibbee, Yvette Blevins, Beverly Boggs, Mark Brame, Kathy Brannock, Monica Brooks, Amy Buchanan, Butch Burriss, Cody Call, Mary Chapman, Judy Clark, Jon Cutler, Meg Cyrus, Tiffani Daniels, Maggie DeLong, Mark DeLong, Bob Dorado, Travis Edmonds, Amy Ethel, Bruce Felder, Lindsey Harper, Katherine Hetzer, Eric Himes, Darlene Howell, Alyssa Hudson, Brandi Jacobs-Jones, Chris Key, Dena Laton, Sebastian Lopez, Leonard Lovely, Kelly Marcum, Becky Maynard, Cristina McDavid, Michael McGuffey, Rebecca Meek, Susan Midkiff, Nathan Miller, Brian Morgan, Carl Mummert, Katherine Murphy, Becky Neace, Sara Payne, Tabby Puckett, Alice Roberts, Angiße Rose, Jerry Ross, Emily Roush, Kandice Rowe, Patricia Saunders, Shawn Schulenberg, Elizabeth Sheets, Marcie Simms, Brad Smith, Tracy Smith, Sarah Stephens, John Taylor, Erica Thomas, Kim Thomas, Matt Tidd, Mary Waller, Cora Westmoreland, Tracie Wheeler, Miriah Young, Jodi Zimmerman

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

University President Brad Smith

- **Marshall For All Marshall Forever**
 - This is Marshall's strategic plan for future success, which resulted from campus feedback and shared governance.
 - We are embracing a path to both grow our way out of deficit.
 - The **Save to Serve** initiative is working to find and reduce \$14 million of inefficiency and waste.
 - We need to make sure we have an **affordable, flexible, and achievement** oriented education.
 - We need to be clear where we're going to be distinctive and different from other colleges and universities.
 - We need to make sure what we're teaching is on demand, in a classroom, or online.
 - We have identified five **student first priorities**:
 - Increasing access
 - Starting in 2025, there will be fewer high school graduates, dropping at 15% a year nationwide and 21% a year in West Virginia.

- For this reason, we have expanded beyond recruiting high school seniors.
- Affordability
 - We reduced and expanded metro rates to 59 counties in Kentucky and Ohio. We needed 95 students to make this change break even, and we have had over 160 students.
- Growing our Support Programs
 - Helping students successfully stay and graduate.
 - We have put together four levels of support including:
 - Peer advising
 - Academic advising
 - Professional advising
 - Mentorship from alumni
 - Retention for students from freshmen to sophomore year is currently at 78.8%, which is an increase from 74.8% last year and 71.5 from the year before.
- On Demand Access
 - We have been working to get our classrooms set up for high flex and making the necessary investments in training for faculty.
 - We have 13 additional sections and 350 students who will have access to high flex this fall.
- Lifetime Achievement
 - Trying to help our students graduate, get internships and jobs, which takes an active alumni group.
 - The number of alumni chapters we have has doubled and are meeting on a regular basis.
- **Finances**
 - We have brought a \$28 million deficit down to roughly \$21.5 million.
 - We're still in the hole, but the plan is to be out of debt by 2027 so we will keep chipping away at it.
- **Enrollment**
 - We had planned for a 2.5% decline. However, enrollment numbers have all increased from last year.
 - First time freshmen numbers are up 13.6%
 - Online, transfers and metro numbers are up 20%.
 - Total enrollment numbers are up 6.3%.
- **West Virginia's Six Areas of Distinction**
 - These are areas that a 2016 study showed that West Virginia is succeeding in and can help other states with.
 - Cybersecurity
 - Marshall students have scored #1 in the nation in forensics for 9 of the last 11 years.

- Cybersecurity National Champions in 2020
- 14th out of 450 competing with the FBI, NSA and the CIA, which caught the eye of both federal and State government.
- We have federal grants coming in and the State has invested \$45 million.
- The building across from Old Main will become a Center for Cybersecurity and the East Coast Hub for the nation.
- Health Care
 - Project Marco – a project to take Marshall Health and the Mountain Health Network and operate as one family.
 - This integrated academic health care system is being developed and we are finalizing a contract that will be a 30-year partnership where we will share in revenue.
 - Their name has now been changed to the Marshall Health Network.
- Advanced Manufacturing
 - The Robert C. Byrd Institute has been an asset for decades now and has been renamed the Marshall Advanced Manufacturing Center.
 - We are working to increase the impact we're having with our advanced manufacturing center by ten times.
- Energy
 - We are working on solar and wind energy as well as small nuclear reactors, called small modular reactors.
 - We are working with Senator Manchin as well as countries outside of the United States that have been here visiting with us.
- Aviation
 - We are going to finalize a contract to have fixed wing aviation, or airplanes, rotor wing aviation, or helicopters, and advanced air mobility, which means drones.
 - We are ordering our first helicopter, which will be branded Marshall like our planes.
 - We now have six planes, and we are ordering two more.
 - We have people in other parts of the country who want to work with us and our aviation team.
- Entrepreneurship and Economic Development
 - President Smith stated that they took a trip to Seattle in June, where they were hosted by Amazon, Microsoft, and Boeing.
 - Those institutions are now coming here and looking at our state for a variety of things, from certificates and micro-credentials to potentially putting data centers here.

Bruce Felder – Human Resources

- **Health & Wellness Fair** – October 3rd from 10am-2pm in the Memorial Student Center
 - Flu shots, preventative maintenance, vendors, partners from Marshall Health, etc.
- **Comprehensive Employee Engagement Survey**
 - Our first annual Comprehensive Employee Engagement Survey will go out to employees on September 26th directly from Mercer. There will be 55 questions, which have also been used at other institutions.
 - The survey is being conducted through Sirota, which is a product of Mercer.
 - Supervisors will receive reports with the data collected in their department, but only once a minimum of 5 employees from that department have submitted their responses.
 - Employee answers will be confidential. Supervisors will only know that a survey came from their department, but not from whom.
 - Average first-time participation in these surveys is 50-70% participation. However, we want to aim for 90% participation at Marshall. The survey will be more accurate when more employees participate.
 - An email from Bruce will be sent prior to the survey email, verifying the legitimacy of the survey, and encouraging participation.
 - Surveys are specific to your department and employees should use the link sent directly to them to fill it out.
 - The survey will close on Sunday, October 15th.

Tracy Smith – Safety

- **COVID**
 - The University Communications Newsletter the previous day sent a notification on guidance relating to being exposed or testing positive for COVID.
 - Testing positive will be treated just like any other sick day for flu or illness.
 - Anyone who tests positive should remain home for a minimum of 5 days.
 - Any questions relating to COVID can be emailed to covid19@marshall.edu or safety@marshall.edu.
 - Marshall will not have the new COVID vaccines at the Health and Wellness clinics. Those will now be distributed in the open market, and all large scale chain pharmacies should have an allotment of the vaccines. If Marshall receives any, we will set up a clinic for them like we did in the past.

Sara Payne – Government Relations

- **Virginia Tech Game**
 - Government Relations is hosting a tailgate in parking spot 134 in the west lot prior to the Virginia Tech game and everyone is welcome to stop by.
- **Legislative Interims** – Legislative interims are taking place every month.
 - The previous month there was a focus on AI and the future of West Virginia. President Smith moderated a panel in which IBM, Microsoft and AWS all participated.
 - November interims will take place in Wheeling and will be focused on energy.
 - December interims will focus on aviation.

- **Virtual Open Houses**

- Government Relations would love to hear from people during their virtual open houses regarding cost saving ideas, ideas on legislation, government relations, etc.
- There is a form to request assistance from Government Relations on anything like internships, projects, pilot programs, etc: <https://forms.office.com/r/CLtYx9RGcm>

Approval of Minutes

- The August 17th minutes were approved as written.

Teresa Meddings - ACCE

- ACCE met in July for their retreat, where Michelle Biggs from Marshall presented on Mental Health First Aid, and Matt Turner and Trish Humphries presented from the HEPC.
- No new information was shared from Trish Humphries' report.
- HEPC has a new HR Representative, Taran Wolford, for the market study relating to classification and compensation.
- Campus Carry
 - Individuals must go through concealed permit training in order to carry on campus.
 - Someone is supposed to be hired at the HEPC level to oversee these changes but has not been hired yet.
 - There should be money for these changes, but we don't know what or where and when it will come from.
 - A presentation was done by Rodney Bell, police officer and safety employee from Mountwest.
 - Gave an overview of Senate Bill 10 – Campus Carry
 - The 32 pages, both front and back, has a lot of information.
 - The first 28 pages address taking away of authority to campus carry.
 - If a person has a permit to carry a concealed weapon, they may enter the college if the institution owns the building. Leasing the building poses a different issue, and exceptions may be made, particularly when there is an organized event with more than 1000 spectators.
 - We can prohibit concealed carry in the University daycares, as well as make other exceptions, which we are working to clarify.
 - Reviewed and passed updates to ACCE By-laws.
 - Six institutions don't have an ACCE representative.
 - Many institutions don't have a Staff Council.
 - West Liberty currently does not have anyone in their HR department.

Committee Reports

Election Committee – Nina Barrett – No report.

Legislative Committee – Carol Hurula – No report.

Personnel/Finance Committee – Rob Williamson – No report.

Physical Environment Committee – Becky Lusher – No report.

Service/Staff Development Committee – Carleen O’Neill – No report.

Announcements

- Lisa Ransbottom has taken over the surplus supplies in the basement of Old Main. Anyone who wants to get something from the surplus should reach out to Lisa.

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

Minutes approved by: _____
Tony Waugh, Chair, Classified Staff Council

Minutes read by: _____
Brad D. Smith, University President