

Classified Staff Council Minutes

9/9/25

Administration Building, Room 200

In attendance: Joshua Boyce, Ginger Cottrell, Karen McRobie, Anna Kephart

New Officers for next 2-year term:

Joshua Boyce – Chair

Ginger Cottrell – ACCE Representative (replace Bradley Brandon)

Anna Kephart - Secretary

Old Business:

- Discussion was held to replace Bradley Brandon as ACCE representative.
Karen McRobie nominated Ginger Cottrell to be the ACCE representative.
Anna Kephart seconded the nomination.
Ginger accepted.
All approved

New Business:

- The meeting was held to discuss and revise changes of the Governance charter.
- Article 3 Structure of the Governance System
 - Page 11: Section 3.4.2
 - Request Treasurer position be removed due to no funds being handled.
 - Replace one-year term with two-year term.
- Classified Staff Council 2025 Members
<https://www.potomacstatecollege.edu/communities/classified-staff-council>
- This was emailed to the council members for review.

A discussion was held to recruit new members for the council to represent all departments of the college. Suggestion was made to ask Jonas, Larry, Maria, Jess and Denise.

The next meeting will be held on October 7, at 10 a.m. in room AD 200.

Minutes respectfully submitted, Anna Kephart