

Winthrop University
Staff Assembly Meeting Minutes
October 6, 2020
Via Microsoft Teams

Staff Assembly Present: Debbie Casperson, Jayme Charles, Holly Cook, Debbie Garrick, Katie Gawronski, April Hershey, Chris Johnson, John Kroft, Shea Maple, Jessica Martin, Claire Mooney-Melvin, Tanya Pettus, Leah Simmonds, Jill Simpson

Absent: None

Introduction & Approval of Minutes

Jayme Charles, chair, called the meeting to order at 2:02pm. Debbie Garrick made a motion to approve the minutes from the September 1 Staff Assembly meeting as corrected. Chris Johnson seconded the motion, and the minutes were approved unanimously.

Committee Updates

- Campus & Community Involvement: The Eagle Impact platform can now be used for volunteer activities. There is no update on a community garden at this time. The committee plans to solicit interest through the Daily Digest.
- Elections & Nominations: There is no update at this time.
- Media & Communications: The committee has recorded an introductory video to be included in this month's Staff Conference presentation. The newsletter will be issued later this month.
- Professional Development: The committee is exploring virtual options for professional development.
- Recognition: There is no update at this time.
- Staff Feedback: A link to the furlough FAQ page has been added to the Staff Feedback website.

Treasurer Report

\$1200 is available until December 2020. Upcoming allocations: \$600 to fit fountains with water bottle filling attachment.

Old Business

- Water Bottle Filling Stations
Many campus water fountains cannot be retrofitted for a water filling station. There is a more compatible bottle filling attachment that is roughly \$450 per unit but can be more easily added to existing fountains. Staff Assembly previously approved \$600 of the budget for this project and could still supply one attachment. The best location is still being determined.
- Committee Spotlights
The Media & Communications committee is the first to record an introductory video to increase awareness of Staff Conference committees. It will be featured in the October Staff Conference presentation. The Staff Feedback committee volunteered to include a video in the November Staff Conference presentation.

- **Board of Trustees Representative Interest**
Discussion ensued about having staff representation to the Board of Trustees. Legislation may prevent an official representative from being approved. Other ways to increase staff visibility to the Board of Trustees were discussed, including the possibility of Staff Assembly members attending public Board meetings on a rotating basis. It may be helpful to reach out to other schools in the state to see how they moderate staff representation to their Board of Trustees.
- **Bylaw Amendment on Attendance**
A draft amendment to the bylaws has been made available to members. The amendment adds flexibility to the attendance policy in light of University mandated furloughs. Members have thirty days to review the suggested update and plan to put it to a vote at next month's meeting.

New Business

Staff assembly discussed the six (6) submitted staff conference questions. It was noted that many of the questions received pertain to University furloughs. The group discussed the role of Staff Assembly in addressing furlough related questions.

Staff Assembly has been asked to help promote a pumpkin carving contest hosted by the President's Office. Several members volunteered to help host the event on October 29.

The Eagle Impact platform is now available to manage staff volunteer opportunities across campus. Logistics of how to provide access are forthcoming.

A new section has been added to the quarterly feedback report that is provided to the Board of Trustees that asks for the Board's assistance on certain topics pertaining to staff interests.

Speakers are arranged through the end of 2020. It was suggested that someone from the College of Business present about taxes in January.

The November Staff Assembly meeting was rescheduled to Friday, November 6 at 2pm.

Meeting was adjourned at 3:22pm.