

Winthrop University
Staff Assembly Meeting Minutes
November 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

Absent: Jill Simpson

Introduction & Approval of Minutes

Jayme Charles, chair, called the meeting to order at 2:02pm. Chris Johnson made a motion to approve the minutes from the October 6 Staff Assembly meeting. April Hershey seconded the motion, and the minutes were approved unanimously.

Committee Updates

- Campus & Community Involvement: Questions have been drafted for a survey about other campus community service projects. The fall food drive and pet food drive are currently underway. More information about the Human Nutrition food pantry is forthcoming.
- Elections & Nominations: There is no update at this time.
- Media & Communications: The newsletter went out this week. The committee is collecting recipes from staff to include in the December newsletter.
- Professional Development: Professional Development webinars are now available.
- Recognition: A staff member of the month was not selected last month due to few nominations.
- Staff Feedback: The committee received additional questions about wellness opportunities on campus following last month's Staff Conference presentation. The committee is considering how to provide information about health and wellness opportunities to staff.

Treasurer Report

\$1200 is available until December 2020. Upcoming allocations: \$450 to fit fountains with water bottle filling attachment.

Old Business

- Water Bottle Filling Stations
Bottle filling attachments have been ordered.
- Committee Spotlights
The Staff Feedback Committee will produce a video to go in the November Staff Conference Presentation.
- Bylaw Amendment on Attendance Vote
The bylaw amendment to the Staff Assembly attendance policy was brought forth. Debbie Garrick made a motion to accept the bylaw amendment to the attendance policy. The motion was seconded and the amendment was approved unanimously.

- Board of Trustees Committee Volunteers

Jayne asked for volunteers who may be able or interested in attending future Board of Trustees committee meetings. An informal list of volunteers was compiled.

New Business

A few members of Staff Assembly were able to attend the most recent Board of Trustee committee meetings and reported back.

Staff assembly discussed the two (2) submitted staff conference questions. One question was in reference to the EEAP benefit for employees. Information about EEAP and its tax liability may be included in future Staff Assembly presentations as a reminder to staff about the policy.

The possibility of hosting a holiday event for staff was discussed. Because of COVID limitations and the numerous other social events during this time, it was considered that Staff Assembly could host a social event in Spring 2021 rather than during the holiday season.

Speakers are arranged through the end of 2020. We will try to reach out to the CBA to see if someone could present on taxes in January.

Meeting was adjourned at 3:31pm.