



STAFF CONFERENCE

Tuesday, January 19, 2021

2021

H A P P Y N E W Y E A R



Update on Staff Conference Meeting Format



As we are unable to hold in-person meetings due to COVID-19, Staff Assembly has decided to continue to hold virtual Staff Conference meetings on our usual schedule. We believe these meetings are important for staff to feel connected and informed and we want to maintain a sense of normalcy as much as possible. In addition to the text and images on these slides, audio clips from our presenters are included. Where you see a speaker symbol in the upper right corner, click on it and press the play button to hear narration. We hope this will provide a richer experience that you can enjoy from the safety of your home.



TODAY'S AGENDA

- 1. ACKNOWLEDGE APPROVAL OF MINUTES**
- 2. Q & A SESSION**
- 3. OMBUDS OFFICE PRESENTATION**
- 4. COMMITTEE UPDATES**
- 5. ANNOUNCEMENTS**



APPROVAL OF MINUTES

In the January Staff Assembly meeting, held via Teams, representatives voted to approve the minutes from the December 1 Staff Assembly meeting and the December 15 Staff Conference meeting. Both sets of minutes are available on the Staff Assembly webpage.

<https://www.winthrop.edu/staff/minutes.aspx>



STAFF Q & A

Q1: How can Winthrop consider mandatory vaccines for faculty/staff for COVID while HR claims they "can't by law" do the same for other vaccines such as measles?

A: At this time, Winthrop is not considering mandatory COVID-19 vaccines for faculty/staff. We would follow the recommendations of the Governor and the State Office of Human Resources and, to date, this is not a recommendation. While we can't predict the future, we are not expecting this to change.

This month, we received SEVERAL staff questions and many have multiple parts. We want to make sure all questions are answered as fully as possible, so questions may be split across multiple slides to accommodate the information. I would also encourage you to listen to the audio or read the slide notes for each of the Q&A slides as there may be additional information there that could not fit onto the slide itself.

This first question asks about the COVID-19 vaccine and if it will be required for staff. The response to this question comes from Lisa Cowart and Zan Jones in HR.

For more information about the COVID vaccine, please see President Hynd's Welcome Back email from January 6.



STAFF Q & A

Q2: I'm concerned by the 20 minute parking signs that have appeared on campus. "Call WUPD for Permission First 803/323-3333" for several reasons.

- A. Does Winthrop really have the staff to handle these calls in a timely matter? If so, perhaps that department is overstaffed. And that salary could be redirected to an understaffed department.
- B. It creates a terrible message to visitors. Can we really not trust folks to run in and out in 20 min?
- C. In a year where staff/faculty have been furloughed 13-20 days to help Winthrop meet "financial" issues how on earth is there funding to replace all these signs?

This second question asks about the new 20-minute parking signs that have popped up across campus. As this question contains several parts, we have spread the answer across the next three slides.



STAFF Q & A

2A: All calls to the Winthrop University Police Department (WUPD) come into the Communications Center, which is open and staffed 24/7. The Communication Center is staffed by only (1) Communicator at any given time. When a Communicator is unable to be present, such as being sick, the Communications Center is staffed with either a replacement Communicator or a Police Officer. Although the additions of the 20 Minute Parking spots will add to the Communicator's workload, it has not been shown to be a significant increase overall. From the time an individual calls WUPD and the Communicator gathers the appropriate information needed to utilize the 20 Minute Spot, approximately one minute has passed. WUPD anticipates a learning curves in this process and as with any emergency communications center, critical incidents will take priority. However, WUPD does not anticipate nor has it seen this practice as being a time burden in its process.

In addition to his frequent posts in the Daily Digest about the changes to campus parking, Assistant Chief of Police, Charles Yearata has provided the following responses to each part of the question. This first response addresses the concerns about Campus Police parking staff.



STAFF Q & A

2B: Visitors to our campus are issued Visitor Parking Passes at WUPD. As such, Visitors to campus are allowed to utilize Visitor Parking Spaces, an option not available to enrolled students or employed faculty/staff. As such, Visitors already have specific parking available for them around key buildings on campus. The new 20 Minute Parking spots were designed for and will be utilized by students, faculty, and staff who have a current valid parking permit and who need to go to a building for a brief moment in time. This would include such examples as a student needing to check their mailbox in the DiGiorgio Campus Center or a faculty/staff member needing to drop paperwork off in Tillman Hall.

The Parking Enforcement Division of WUPD is made up of (4) Parking Enforcement Officers, (1) full-time employee and (3) part-time employees. These Parking Enforcement Officers stagger their working days throughout the week, as the majority of them only work four days a week. Due to this, and except for some minor overlap in work schedules, WUPD only has one Parking Enforcement Officer working at a time for the majority of a routine workday. Of course during various events, such as Homecoming or Graduation, we require all Parking Enforcement Officers to work at the same time.

This second part addresses the concern about the need for short-term parking.

In addition to the response you see on the slide, Yearta also said “It should be noted that the addition of these parking signs and the concept of 20 or 15 Minute Parking spots is not new for Winthrop University. Over the past 15 years, our campus has always utilized various “short term” parking signs and solutions around the campus. However, WUPD spent the past two years planning the migration to these new 20 Minute Parking spots from our previous versions in order to cut down on various issues. These issues include: frustration regarding consistency in signs and policy; enforcement of these areas; numerous concerns raised by students, faculty, and staff about being able to handle short term business around the campus; accessibility for required transactions; and access to Residence Halls for loading and unloading purposes. Over the past 15 years, WUPD and the Parking Enforcement Division have utilized several options to monitor the previous “short term” parking areas. These options included chalking tires and attempting to enforce them. Unfortunately, it was found that this process was cumbersome and an ineffective use of resources. In order to make sure that all students, faculty, and staff have an equal opportunity of utilizing these spaces throughout the day, other alternatives were sought out. After reviewing the policies and processes of other institutions of higher education, the addition of these 20 Minute Parking spots and the associated practice was found to be the most beneficial and streamlined for all parties involved.”



STAFF Q & A

2C: As mentioned above, the planning and process of adding these 20 Minute Parking spots and signs has occurred over the past two years. The funding for this was set aside as part of the parking maintenance conducted on a rotating yearly basis. The expenditure for this particular parking maintenance was under \$1,000 and one of the few parking maintenance projects scheduled to be completed this academic year. WUPD and Winthrop University agree that certain parking lines, spaces, and road markings are in need of repainting. In prior years, all lines, spaces, and road markings were repainted on an every year basis. However, it was done at a great expense to Winthrop University, costing a substantial amount. In order to utilize fiscal resources more appropriately, it was decided that we would not complete this task on a yearly basis, but on a rotating schedule. Due to fiscal challenges that Winthrop University and other institutions of higher education in the State of South Carolina have incurred, we have had to put off the repainting in order to make those fiscal resources available to other priority areas. WUPD and Winthrop University are continually studying the repainting of lines, spaces, and road markings in the coming years.

In response to the question about funding, Yearta offered this explanation.



STAFF Q & A

Q3: The Fort Mill School District gave all their employees \$150 in December from proceeds of the York County Electric settlement (Cook V SCPSA) for the power plant that wasn't built because they understand how hard their staff worked during COVID.

Is Winthrop getting part of this settlement? If so, how was the funding spent?

I'm so scared about Winthrop's future. It appears the current leadership seems to think all staff are replaceable. Students will not be here to teach without the staff and the valuable services they provide. Morale continues to go down. Who will be left to help the students if the staff are not valued?



STAFF Q & A

A: No. We do not use York County Electric. We have our own power system and use Duke for the Farm.

Alison and I wanted to reach out and personally spread a bit of holiday cheer by visiting all offices on campus. We asked Sodexo to prepare the cookies and with the help of the president's events staff we visited most offices on campus delivering them. We enjoyed the opportunity to get out and we appreciated meeting the staff that were in their offices.

In response to the first part of the question, President Hynd responded “No. Winthrop does not use York County Electric as we have our own power system and use Duke Energy for the Farm.” For the second part of the question which points to morale, President Hynd offered this.



STAFF Q & A

Q4: The State news [reported](#) on Dec. 9 that Dr. Hynd will be getting a \$11,916 raise after being employed less than a year. Dr. Hynd's staff have received 13-20 days worth of pay REDUCTION. Will Dr. Hynd be donating this raise towards Winthrop's financial issues? It is also our understanding you aren't supposed to get raises in a furlough year due to state guidance.

What is leadership going to do to ensure our hard working staff also receive a 6.5% raise since we haven't had anything since 2016 and replaces our lost income due to furlough? It is getting harder and harder to remember why we choose to work for a college and not a for-profit business that values MERIT raises.

A: Unbeknownst to the president or board of trustees leadership, the state agency responsible for approving the salaries of university presidents had a consulting firm review the state salary bands for university presidents. The salary bands for the presidents of Winthrop and Coastal Carolina were adjusted upwards based on the consultant's recommendation. This adjustment was not requested nor was it tied to any performance indicators. The adjusted pay band for Winthrop's president may help in recruiting and hiring the next permanent president.

Before the winter break, you may have seen an article published in The State newspaper about salary increases for leaders of state institutions, including Winthrop's president. The article is linked here for your reference. In response to concerns about a salary increase during a furlough year, President Hynd's office offered the answer you see on the slide.



STAFF Q & A

Q5: A. Please disclose how much Winthrop paid to hire and complete the salary compensation survey.

B. Please provide the date the staff will be provided with the results of the salary survey so they know the pay range for their position and how they compare to others with similar positions. I am sure you can't share everyone, but it was implied each person would find out about their position.

C. I understand Winthrop is in no position to increase pay this year, but what is the plan for when real progress will be made into ensuring all positions are making at least the middle range?

D. And when will Winthrop begin rewarding MERIT instead of just giving everyone a raise?

E. We've been waiting for years. It's time to start investing in the staff and faculty instead of only providing measly raises to all when the state deems it before all the amazing staff are gone. You can already feel the effects around campus. No one is going to want to attend Winthrop if this downhill spiral continues.

This question contained several parts, so for clarity and completeness, we've divided the question into five parts that are addressed over the next two slides.



STAFF Q & A

A: 5A. The total cost of the award for the Classification and Pay Study was \$161,500.

5B. The campus has been provided information on the study as information has become available. Information can be found [here](#). At the time the pandemic struck, Winthrop was poised to prepare and deliver total compensation statements to employees and had set aside funding to begin to address pay inequities. Due to the unexpected financial impact associated with the pandemic, the funds that had been set aside were reallocated. Accordingly, the work was placed on hold.

5C. Yes, the work of the Classification and Pay Team was completely redirected this past year. HR is in the process of reviewing draft pay administration guidelines provided by the consultants, and the next step will be to bring the Team back together to finalize those guidelines. Once the guidelines are completed, they will be added to the website and the campus community will be notified. Obviously, given the financial situation associated with the pandemic, the timing of making progress toward associated pay adjustments is unknown.

This question was addressed by Lisa Cowart and Zan Jones in HR. Here you can see their responses to the first three parts which asked about the cost of the Classification and Pay Study, an update on the status of the study, and information about the change in the project timeline.



STAFF Q & A

A: 5D. The first step in addressing the current pay situation will include a strategy to move current pay closer to a competitive rate. Understanding the financial situation, focusing on competitive pay will continue to be the priority in the plan to address pay-related concerns. While the ability to include a pay for performance program would be a future goal, there is no timeline at this point for when this will be a possibility.

5E. Certainly, everyone is disappointed that the classification and pay project was placed on hold. It was completely unforeseen and unfortunate. Competitive pay continues to be a concern of the leadership and the Board of Trustees and will, once again, be given high priority at the appropriate time.

Here, you can see the responses Lisa Cowart and Zan Jones offered to parts four and five of the question that address merit raises and employee morale.



STAFF Q & A

Q6: I think it is absurd that we are forced to come into the office two days a week during a pandemic just to prove it's "safe." All my meetings this semester with students were virtual. There is nothing I do in the office that I can't do from my work laptop at home. I understand that some positions require a physical presence, but this policy needs to be updated until we can fully return to campus.

Resources

[Return to Work Plan](#)

[Return to Learn – Staff Website](#)

We were unable to receive a response to this question specifically, but we have received similar questions in the past and have some resources we can share in the meantime.

On July 6, Winthrop moved to phase 2 of the Return to Work plan which includes bringing employees back to campus so that approximately 50% of the workforce is on campus on any given day. This is intended to help mitigate the risk of spreading the virus in addition to other safety protocols, such as social distancing, face masks, and increased sanitation. As stated by HR from our December Staff Conference presentation: **“The purpose of the reduced on-campus workforce during Phase 2 is to allow minimal interaction and to provide as much flexibility as possible to those with high-risk medical concerns and child care concerns, while at the same time, beginning the process to resume on-campus work.”** While there are varying opinions about work-from-home solutions, **“The path that Winthrop has taken has continued to allow flexibility to employees while taking a small step toward normalcy. At the same time, Winthrop’s approach regarding mitigation protocols seems to be successful in maintaining a very low risk of on-campus employee-related spread.”**

More information about the Return to Work Plan and the spring semester schedule can be found in the President’s email from Monday, December 14. In this email, President Hynd explains that we will remain in Phase 2 when we return in January and will likely stay in this

phase until March as we learn more about vaccine availability and the evolution of the virus over the winter months.

If you have a concern specific to your working environment, please send an email to hrhelp@winthrop.edu. Please know that you also can speak anonymously to the Ombuds office about your concerns and receive resources specific to your situation. The Ombuds office is our featured presentation this month, so click ahead a few slides to learn more about the office and its services.



STAFF Q & A

Q7: Has President Hynd stated if he will be donating his salary increase given that employees are furloughed, facing possible layoffs and will not be considered for performance-based increases for the next two years?

A: Like many employees at Winthrop University Dr. Hynd and Alison contribute to the Winthrop Fund and other initiatives across campus.

In response to this question, President Hynd informed us that he and his wife, Alison, contribute greatly to the Winthrop Fund and other initiatives across campus as do many employees.



STAFF Q & A

Q8: Why is the Staff Presentation password protected? We are state employees and everything we do is open to public review. Seems like a technical question but everything we do is paid for by the taxpayers of SC. We should have an open door to discussion. Even the trustees must post what is done in their meetings.

A: Originally, Staff Conference presentations were converted to PDF files and published on the Staff Conference website. Due to restrictions with the website Content Management System (CMS), we are not able to post PowerPoint files to the website. When we began adding audio narration and video during the pandemic, the PDF format did not seem adequate as it removed these features which were essential to the understanding of the content. For a few months, we emailed the presentation to staff, but the file size started becoming too large to do this as audio and video components grew. As a solution, Staff Assembly created a SharePoint site which would allow us to post PowerPoint files with their full functionality. By default, SharePoint sites are protected and require a login. Staff Assembly is currently working with IT SharePoint experts to see if our SharePoint site can be made publicly accessible without a Winthrop login as well as determining other solutions outside of SharePoint. We had no intention of hiding the content of our presentations from the public. We simply had to find an alternative solution due to technological restrictions.

This question asks about why our Staff Conference presentations are no longer located directly on the Staff Conference website and are now protected behind a Winthrop login. As I am the person who made this decision as Chair of Staff Assembly, I am happy to explain the situation.



STAFF Q & A

Q9: A. How can Hynd announce that campus projects are coming to completion, such as Dinkins roof, when the staff are still displaced and may be for a while longer? Announcing such an exciting moment really puts employees who work in the building in a hard spot because students are assuming employees will be back in their offices, but they won't be.

B. How can we also start new projects, such as the ones announced for McLaurin hall, yet residence halls have had flooding in previous semesters and nothing has been said about it getting fixed? What schedule is there for faculty and staff to see when buildings will be worked on and how are these projects are prioritized?

C. In addition, recently the university had a day there trash was cleaned up by employees who volunteered, yet the campus has remained at what was to be believed to be half capacity, EXCEPT for facilities. With janitors and groundskeepers still on campus and there being less faculty, staff, and students, why was there so much trash that needed cleaned up? Trash cans outdoors have been seen overflowing from trash several semesters in a row and left like that for the work week. What is the plan to ensure this does not happen?

Like some of our past questions, this question has multiple parts, so we have divided it for clarity and to offer as complete of an answer as possible. Chris Johnson in Facilities tackled this one for us.



STAFF Q & A

A: 9A. The Dinkins roof project replaced a roof that had been leaking for many years and was completed in December. We immediately began assessing and repairing the water damage caused by the roof leaks. As of January 15, all damage in the second floor offices has been repaired. The offices have been repainted and carpets have been cleaned. Furniture is scheduled to be moved into offices on January 25 and employees will be able to return to their offices the first week of February. The corridor carpet replacement is scheduled to begin January 27. The ceiling in the auditorium is also scheduled to begin the first week of February and the floor will be replaced after the semester ends.

The Johnson roof was also completed in December. The repairs to the damage in the auditorium is scheduled to begin in August.



STAFF Q & A

A: 9B. The university is comprised of 60 buildings totaling 2.4 million square feet of floor space. We have about \$60 million in deferred maintenance needs. Leaking roofs have been our top priority followed by repairing the damage to the interior spaces from those leaking roofs. As for residence halls, we are working on a plan to address the deficiencies in those buildings and hope to have a plan published in the coming months. A list of capital projects are listed on the [Facilities Management website](#). Click on "About Us" and select "[Projects](#)." We will continue to update this list as funding is approved for new projects.



STAFF Q & A

A: 9C. Litter is a common problem in many communities and universities. Litter is often the result of people simply dropping their trash onto the ground or tossing trash out their car window. Some trash is accidental. For example, litter can be caused by trash being blown out the back of a pick-up truck. The intent was never to litter but the person gave little thought into how that trash would stay in the back of the truck. Litter can also be blown from one area to another by the wind and that litter is caught by landscaping. Some litter is a result of the pandemic: volunteers picked up a number of disposable and reusable masks as well as latex gloves. In other words, litter takes many forms and is caused by many factors. Yes, we do acknowledge that trash cans do sometimes overflow and Facilities Management is continually monitoring this concern. We would however appreciate your assistance: if you see an overflowing trash can, you may call 323-2489 or submit a work request letting us know that a can is overflowing. Work requests can be submitted by going to the Facilities Management website, clicking "Requests for Work," then select "General Information" where you may access the "Work Request System" or read instructions on "How to Submit."



STAFF Q & A



Have a question you would like answered?
Use our Staff Feedback form to submit your question.

[Submit a Question!](#)



Do you have a question you'd like to see answered in Staff Conference? Send it to us! Questions and comments can be submitted anonymously using our online feedback form.

As a reminder, all staff-submitted questions are sent to Staff Assembly and President Hynd in their original form. Occasionally, Staff Assembly will edit the question before it is presented to Staff Conference in order to protect staff privacy or to clarify the core of the question. I would also like to point out that the Staff Assembly has agreed to never publicly disclose the name of any Winthrop University employee in staff Q&A.



Winthrop University Ombuds Office

Jackie Concodora, M.Ed., LPC

ombuds@winthrop.edu

www.winthrop.edu/ombuds/

(803) 323-6076



What is an Ombuds Office?

- An independent, confidential environment for Winthrop faculty and staff to discuss campus related concerns or problems
- Works independently, free of directives, pressure, or influence that could compromise the impartiality, confidentiality, and informality of the office
- Available to current employees, regardless of role or title, at no cost
- Consultation with the Ombuds is entirely voluntary and may not be compelled by the University or an employee
- [Who are Ombuds?](#)



International Ombudsman Association (IOA) Ethical Standards

- **Independent**: The Ombuds Office reports nominally to the President of Winthrop University. The Ombuds Office does not keep records on behalf of the university nor does it participate in any administrative or formal complaint processes. Anonymous aggregate data may be maintained and presented to members of the campus community.
- **Confidential**: The identity of visitors and the substance of concerns raised will be held in strict confidence. The Ombuds does not disclose confidential communications unless given permission to do so, except as required by law or where, in the judgment of the Ombuds, there appears to be imminent risk of serious harm.



IOA Ethical Standards continued

- **Informal:** The Ombuds attempts to resolve issues on an informal basis. The Ombuds does not participate in formal adjudicative hearings. Use of the Ombuds Office is voluntary and is not a required step in any formal disciplinary process or grievance policy. The Ombuds functions informally as an off-the-record resource and not a formal reporting channel for Winthrop, except when mandated by law.
- **Neutral or Impartial:** The Ombuds is an advocate for fairness rather than for a particular individual or group. Ombuds have no personal interest or stake in and incur no personal gain or loss from the outcome of any disputes. The Ombuds works with all employees of Winthrop University.



What to expect when working with the office

The Ombuds will:

- Upon contact, set up a time to meet with you privately and confidentially
- Explain the Ombuds role, ask about your role and other information you want the Ombuds to know
- Listen to understand your perspective but not to decide who is right or wrong
- Help you identify options to address your situation
- Help you determine next steps so you can decide how you want to proceed



What does the Ombuds do?

- Actively listen to your questions and concerns off the record
- Explore ways to engage with and evaluate a range of options for constructive problem resolution
- Offer issue, conflict, and negotiation coaching
- Help identify other university resources to address an issue/situation
- Provide information about internal university processes
- Share systemic concerns to the university in a confidential manner



What does the Ombuds NOT do?

- Serve as an agent of notice for Winthrop University
- Keep records on behalf of the University or participate in any administrative or formal complaint processes
 - Ombuds can help before or after formal processes, not during
- Conduct investigations or determine the "guilt" or "innocence" of those accused of wrongdoing
- Serve as an advocate or witness for any individual or group
- Develop or alter policies and procedures
- Offer legal advice
- Offer mental health counseling

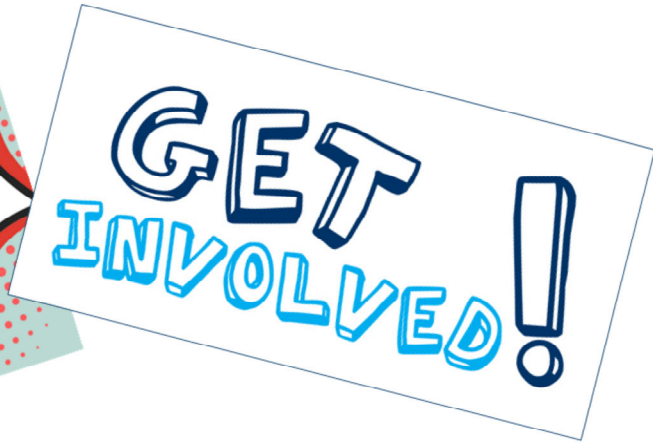


How do I contact the Ombuds?

- During the Coronavirus pandemic the Ombuds, Jackie Concodora, is providing remote services by appointment only via phone and secure Zoom video conference.
- To schedule, please call 803/323-6076 and leave a message. You may also e-mail your contact information to ombuds@winthrop.edu and Jackie will contact you as soon as possible.
- Email is not secure so please refrain from including details about the reason for your inquiry.
- More information is available on the [Ombuds website](#).

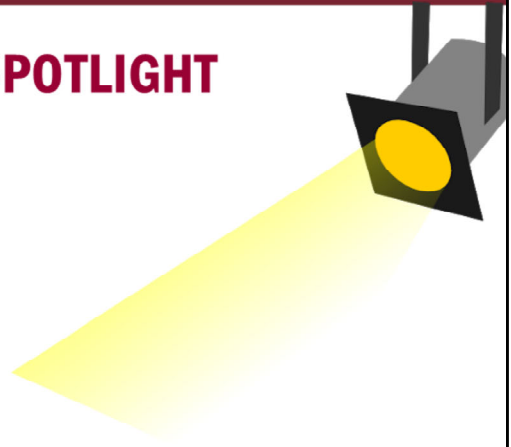


STAFF COMMITTEE REPORTS





STAFF COMMITTEE SPOTLIGHT



**Staff Committee Spotlight
will return in February**



STAFF FEEDBACK COMMITTEE

- The Staff Feedback took a short hiatus during winter exodus. Please look for updates in the February Staff Conference.



Chair: Tanya Pettus pettust@winthrop.edu



STAFF COMMITTEE ON CAMPUS & COMMUNITY INVOLVEMENT

- CCI is currently reviewing survey results. Thank you to all who responded.
- CCI will host another volunteer litter pick up even on March 20th. Keep an eye on [EAGLEimpact!](#)



Chair: Judy Longshaw longshawj@Winthrop.edu



STAFF COMMITTEE ON MEDIA & COMMUNICATIONS

- **Next Staff Stuff:** 1st week of February
- Be sure to join our [Facebook group](#) for updates.



Click the image to see
this month's issue

Chair: Kara Cauthen cauthenk@winthrop.edu

To keep in touch, please join our Facebook group and to see our December Staff Stuff issue, click the Staff Stuff image. This issue is full of tried-and-true staff-favorite holiday recipes that you can make for your family this season.



ELECTIONS & NOMINATIONS



Looking for a way to give back in 2021? Serve on Staff Assembly! As a result of a departure, we have a vacancy for a seat for Student Affairs. Look out for a call for nominations from our committee, and please consider nominating or serving.

We will also hold regular elections later this spring, so staff in all areas should think about people who might be good representatives.

Chair: Amanda Stewart stewartaj@winthrop.edu

While we don't have any elections going on right now, the Elections & Nominations committee is preparing for our election at the end of the academic year to elect our new class of Staff Assembly representatives. If you know someone who might be a good fit, or if you're interested yourself, please reach out to Amanda Stewart. We'll need representatives from the areas listed here, but we're happy to have a few good names on our list from other areas on campus as well.



STAFF COMMITTEE ON PROFESSIONAL DEVELOPMENT

**Happy New Year from the Professional Development
Committee!**

Professional Development Committee will have virtual offerings coming soon. Keep a lookout for what is coming up in the Daily Digest.

**For online webinars,
visit the
[CPE Virtual Academy!](#)**

Chair: Marcia Willis willism@winthrop.edu



STAFF RECOGNITION



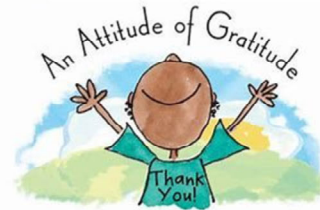
Make 2021 Your Year of Gratitude

...by joining the Recognition Committee!

Now more than ever, recognizing our awesome staff is essential. The Recognition Committee collects Staff Member of the Month nominations, welcomes new staff, and shows our staff how much they're valued.

Interested in joining?

Contact [Miranda Knight](#) or [Jayme Charles](#).



Chair: Miranda Knight knightm@winthrop.edu

We want you! Now more than ever, we want to recognize our awesome staff and that means we need more help. The Recognition Committee collects Staff Member of the Month nominations, welcomes new staff, and comes up with creative ways to show staff how much they're valued. Sound like something you're interested in? Shoot an email to Miranda Knight or to me.



WELCOME TO NEW STAFF



The Recognition Committee is sending welcome notes to new staff.
If you're interested in helping, send an email to Miranda!

Chair: Miranda Knight knight@winthrop.edu



ANNOUNCEMENTS

Welcome to Spring 2021!

On January 6, President Hynd sent a Welcome Back email to faculty and staff. This email contained important information about student COVID testing requirements, encouragement for faculty and staff to get tested, and additional information about the start of the spring semester.

[Read the Welcome Back email \(PDF\)](#)





ANNOUNCEMENTS

Spring Semester Updates

In his Dec. 14 email to all faculty and staff, President Hynd outlined some of the changes we will see in the spring semester.

Here are some of the highlights:

- Remote start on Jan. 11 until Jan. 19
- Traditional spring break replaced with intermittent days off throughout the semester
- [Results](#) from the November Return to Work survey
- Continuation of Phase 2 until approximately March
- Updated spring calendar

UPDATE SPRING SCHEDULE

as of Dec. 14

Monday, January 11	First day of class -- remote until Tuesday, Jan. 19
Monday, January 18	Martin Luther King, Jr. Day -- no classes
Tuesday, January 19	In-person classes begin
Tuesday, February 16	Spring break day 1 -- no classes
Wednesday, March 3	Spring break day 2 -- no classes
Thursday, March 18	Spring break day 3-- no classes
Friday, April 9	Spring break day 4 -- no classes
Monday, April 19	Spring break day 5 -- no classes
Monday, April 26	Last day of class
Tuesday, April 27	Study day
Wednesday-Tuesday, April 28-May 4	Final exams
Thursday and Saturday, May 6 & 8	Commencement ceremonies



ANNOUNCEMENTS

Stay Safe this Holiday Season

Genetworx now has a [pre-registration link](#) for the Coliseum testing site. Completing your registration information ahead of time will decrease the wait time and enables you to receive your results electronically. This site also allows you to schedule an appointment.

Testing is free and there is no limit to how often you can be tested at this site. Results should be available within 24 hours.

View DHEC's COVID-19 holiday safety tips at scdhec.gov/holidaytips. The CDC provides a [complete set of recommendations](#) and also rates holiday activities from lower risk to higher risk.



**Be positive
you're negative!**



ANNOUNCEMENTS

Now Open: Faculty Staff Ombuds Office!

Like so many other aspects of life and work, COVID disrupted the official launch of this new resource for faculty and staff. The Ombuds office is now available for phone and secure virtual consultations by appointment.

Have you ever experienced a time when you wish you could have a conversation about a work-related problem or concern with someone who is *neutral* and 'off the record'? By talking to the Ombuds, you can have an *informal confidential* conversation with a role that is *independent* and *impartial*. Visiting the Ombuds is voluntary. This role is independent of senior leadership and Human Resources meaning it does not participate in formal complaints or make any judgements or rulings. The Ombuds role is a **neutral resource** available to all university employees who does not take sides or provide advocacy for any person or group but will advocate for a fair process.

HOW TO SCHEDULE

Leave a message at ext. **6076** or email requests for appointments to ombuds@winthrop.edu. During the pandemic, visits will occur over the phone or via secure video. Currently, appointments are available on Monday mornings and Wednesday afternoons. Email is not secure so please restrict the content of your email to coordinating an appointment. Visit the [Ombuds website](#) for additional information about what this resource offers to employees.



ANNOUNCEMENTS

Group Fitness Classes Start Today

The Office of Recreational Services hosts several group fitness classes that will be meeting in-person for the spring semester. Online classes will be available on the @wu_rec Instagram page.

All Group Fitness classes are FREE to Winthrop students and individuals with West Center [memberships](#). For more information, visit the Rec Services [website](#) or contact Laura Husser Davis.

SPRING 2021 GROUP FITNESS SCHEDULE

January 19th - April 26th

Recreational Services

Monday	Tuesday	Wednesday	Thursday	Friday Saturday Sunday
Basic Yoga 5:30-6:15pm Room 206 Maria	HIIT 5:30-6:15pm Room 206 Nikki	Chakra Vinyasa Yoga 1:00-2:00pm ONLINE Stephanie	Gentle Flow Yoga 7:00-8:00pm ONLINE Isabella	NO CLASSES
Spin 6:00-6:45pm Room 122 Jen	Gentle Flow Yoga 7:00-8:00pm ONLINE Isabella	Gentle Flow Yoga 5:30-6:30pm ONLINE Isabella	Cardio Hip Hop 8:00-8:45pm Room 122 Kim	
Cardio Hip Hop 7:30-8:15pm Room 122 Steffan	Cardio Hip Hop 8:00-8:45pm Room 206 Kim	Spin 6:00-6:45pm Room 122 Jen		
		Cardio Hip Hop 7:00-7:45pm Room 206 Steffan		

WU RECREATIONAL SERVICES

WUREC

@WU_REC

WU_REC

Schedule is subject to change: see WU Rec Services app for updates



ANNOUNCEMENTS

Diversity, Equity, & Inclusion Workshops

We are half way through the DEI Workshop series! The next workshop will be on **Challenging Classism and Ageism** with Jon Marx, Mike Sickels, and Sarah English.

Keep an eye out for more information about the session and how to register.

For more information about these sessions, please visit the [program page](#) or contact **Jeannie Haubert**.

MARK YOUR CALENDARS

Challenging Classism and Ageism

Jan. 29
2pm – 5pm





HR UPDATE

Monthly Newsletters

MY Supervisor Newsletter : This publication is available [here](#). The "Manager" section of our website under My Portal Login is password-protected. Please email HRhelp@winthrop.edu if you do not know the login.

MY Employee Newsletter is an informative and entertaining newsletter created for your workforce. Simply click [here](#) to access this month's edition. Please share this email with your colleagues.

Monthly Online Seminar

Monthly seminars are updated the third Tuesday of each month. Registration is not required.

Building Resilience Muscles

ONLINE SEMINAR
The foundation of resilience lies in building five muscles—three are specific skills and two are personal choices that are consistently chosen. The key to resilience is understanding yourself and identifying the mental obstacles that get in your way.

Visit your home page starting November 17th

TOLL-FREE: 800-633-3353
WEBSITE: www.mygroup.com > My Portal Login > Work-Life
USERNAME: winthrop303
PASSWORD: guest

WHATEVER YOU NEED, WE ARE HERE TO HELP.
Just call or log on to get started.

Your Employee Assistance Program is there 24/7 with information and resources to help you work better, together.



Questions? Comments? Announcements?

Have a question that we should address in next month's Staff Conference meeting? Submit it in our [online form](#) or email it to Jayme Charles at staffassembly@winthrop.edu.



Next Staff Conference

Tuesday, February 16, 2021

