



STAFF CONFERENCE

Tuesday, Jan. 22, 2019

Dina's Place, DiGiorgio Campus Center



The mission of the Staff Assembly is to provide a forum for communication that enhances the work environment and values the ideas of all staff. We are committed to representing the interests and concerns of staff to the president, administration, and other members of the university. We are dedicated to promoting staff involvement on campus and in the community; providing opportunities that enrich staff experiences; and encouraging a positive campus climate of support and respect among peers.



TODAY'S AGENDA

- 1. CALL TO ORDER**
- 2. ACKNOWLEDGE APPROVAL OF MINUTES**
- 3. LEADERSHIP Q & A SESSION**
- 4. HOW CAN YOU HELP THINK COLLEGE?**
- 5. STANDING COMMITTEE REPORTS**
- 6. STAFF AWARDS**
- 7. NEW STAFF HIRES**
- 8. QUESTIONS/COMMENTS**
- 9. ADJOURNMENT**

STAFF CONFERENCE WILL NOT MEET AGAIN UNTIL FEB. 19.



I've been taking advantage of the EEAP benefit we get as Winthrop employees. Since the benefit only covers up to \$5,250 without taxing, I was wondering why payroll doesn't start deducting the taxes from the moment you go over the benefit amount? Why wait until November to start deducting from our paycheck? The last of the year is often an expensive time for people, so that is an extra burden that could be easily alleviated by spreading it over more months. In my case, it could have been done from August on.



Winthrop Employee Educational Assistance Program (EEAP)

Benefits include:

- Tuition waived for a maximum of six (6) credit hours per semester
- Courses above 6 hours are assessed at the regular rate, however, out-of-state employees may request an exemption to receive in-state rates
- The value of the benefit up to \$5,250 is non-taxable.

Additional details, including eligibility can be found at:

<https://www.winthrop.edu/hr/default.aspx?id=7812>



Employer-Provided Educational Assistance and Taxable Benefits

Per the IRS, employees may qualify for a tax exemption *up to* \$5,250 for employer-provided educational assistance.

All educational assistance *above this amount* is classified as a fringe benefit and subject to regular income taxation.



Crunching the Numbers (example 1)

Employee A :
Taking 1 course (3
credit hours) in Fall
2018 term.

3 credit hours @ \$635.00*/credit hour = \$1,905
benefit

Cap on exemption = \$5,250

Total tuition for year does not exceed the cap,
therefore none of the benefit is taxable.

*This is the 2018-2019 in-state tuition rate per credit hour for Winthrop University. Other schools fees will vary.
<https://www.winthrop.edu/cashiers/default.aspx?id=24565>



Crunching the Numbers (example 2)

Employee B :
Taking 2 courses (6
credit hours) in
Spring 2018 term
and 2 courses (6
credit hours) in Fall
2018 term.

12 credit hours @ \$635.00*/credit hour = \$7,620
benefit

Cap on exemption = \$5,250
 $\$7,620 - 5,250 = \$2,370$ over the cap.

\$5,250 is not taxable. However, \$2,370 is considered
taxable income for the year and income and taxes may
be withheld and reported on your W-2.

*This is the 2018-2019 in-state tuition rate per credit hour. <https://www.winthrop.edu/cashiers/default.aspx?id=24565>



This currently only affects graduate students. Payroll learned of the requirements late in the year. They can't start taxing until past the add/drop deadline. Payroll is available for any questions.



We noticed Dining Services has very limited hours at Starbucks during the holiday month (closing at 1 p.m.). Even though students and most faculty members are gone, staff members are still on campus and like to visit Starbucks in the afternoons. What is the reason for the limited hours?



Bryan Harris, Dining Services director, said the hours are based on traffic the locations attract. They will look into expanded hours next time. People can reach out to him if they have feedback or requests.



Does Winthrop recycle from offices? I have a recycling bin, but it's always emptied into the same larger bag as my trash by custodial staff. I often see the same happen with the larger trash/recycling bins in hallways and throughout buildings on campus. Why have separate bins if everything's ending up in the trash anyways? I've brought this up several times to the Office of Sustainability over the last few years, but nothing has changed.



Winthrop does have centralized recycling locations in most buildings. However, recycling bins that are located at your desk or in your office are up to you to take to the centralized location for recycling. You can reach out to Chris Johnson, sustainability coordinator, if your building does not have a centralized location or if you need more assistance.



STAFF CONFERENCE

SPECIAL EDITION:

ENROLLMENT





**CHAUNCEY METZELAARS,
WINTHROP THINK COLLEGE
PROGRAM COORDINATOR**



STAFF COMMITTEE REPORTS





STAFF COMMITTEE ON CAMPUS & COMMUNITY INVOLVEMENT

- Be on the lookout for information on the spring food drive.

Contact: Pam Varraso, varrasop@winthrop.edu, for a roaring good time!



STAFF COMMITTEE ON ELECTIONS & NOMINATIONS

- We have two Academic Affairs representatives: April Hershey and Kara Cauthen.
- We also have a Student Affairs position.
- Step up!

Contact: Becky Best, bestr@winthrop.edu.



STAFF COMMITTEE ON MEDIA & COMMUNICATIONS

- The next Staff Stuff will hit inboxes in early February.
- Have you joined the Facebook group?
- Continue sending your milestones, news, etc., to cauthenk@winthrop.edu. You can also ask her for subscription instructions.



STAFF COMMITTEE ON PROFESSIONAL DEVELOPMENT

- The next Banner 9 training session is Jan. 31 at 11 a.m. in Tillman 17(B). Sign up via the TLC calendar – only one spot left!
- Work is underway for the 3rd annual Staff Professional Development Conference.
- Chair: Marcia Willis, willism@winthrop.edu



STAFF COMMITTEE ON STAFF FEEDBACK

- The committee will cover topics on enrollment numbers at the next Staff Conference.

Contact: Kirk McSwain, mcswaink@winthrop.edu



STAFF COMMITTEE ON RECOGNITION

- No new awardee. Make sure you nominate people!

Contact: Miranda Knight, knightm@winthrop.edu



New Staff Hires

Introductions by Brittany Neely



Questions?
Comments?
Announcements?



Next Staff Conference

Tuesday, Feb. 19, 2019

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