

Winthrop University
Staff Assembly Meeting Minutes
January 2, 2018
Polly Ford Room, West Center

Staff Assembly Present: Kaye Burks, Penny Cotter, Nichole Chisari, Maria D'Agostino, Julia Fockler, Kelly McGinnis, Susan Sauvigne, Lori Tuttle, Kirk McSwain

Absent: Becky Best, Jessica Cassel, Jackie Concodora, Amanda Hackney, Wes Love, Alicia Marstall

Vacancies: NONE

Maria D'Agostino, Chair, called meeting to order at 2:03 p.m.

Approval of Minutes:

- Staff Assembly minutes of December 5 were approved.
- Staff Conference minutes of December 19 will be approved via email. Minutes were approved after the meeting on January 2 via email.

Julia had no Special Events submissions.

Jackie was not present, so Marie reported that we could not use the remaining \$87.36 left in our treasury. Maria was advised that if we purchase gift cards as giveaways, the winner of these gift cards would have to pay tax on them. The only way to avoid this is to have the gift cards donated. The gift card given at the December meeting was a donation.

Committee Updates:

Election & Nominations- Becky was not present.

Media & Communications-Kelly reported that the next Staff Stuff would be out Feb 1.

Professional Development-Nicole reported that a TED talk is scheduled for January 31, and they are currently working on events for the new year.

Campus & Community Involvement-Amanda was not present.

Recognition: Jackie was not present.

Maria asked Dr. Mahony about the status of Staff Conference and our seat on the Board of Trustees. Kirk spoke to Kimberly Faust and she suggested that we make a presentation at the Compensation Committee during the next BOT meeting.

Old Business-

Election & Nominations Committee are still trying to add new members. Maria will be sending a list of committee members out to each of us. She has also requested a few names from each of us so she can invite them to join the committee.

Committee Highlights- Beginning at January's meeting, Professional Development will be highlighted. Nicole will be making a presentation detailing their work and goals for this year. We hope this will generate new members as well as interest in their programming.

LeeAnn suggested sending out an email using the Staff Stuff email list detailing the committees.

Possible New Committee-Maria and Nicole spoke to President Mahony regarding starting a new committee. He suggested that they reach out to the Faculty Committee on University Priorities and the Committee on University Life to see how they handle information requests and/or questions. Kirk agreed to be the Staff Conference member for this committee.

New Business-

The guest speakers for the January meeting will be Ken Scoggins, Chief of Police and hopefully a representative from the West Center. In addition, the Fall 2017 Highlights of Staff Conference will be presented.

A request will be sent to each committee to see what their budget requests would be for the new year, so we can establish how our Staff Conference budget will be spent in this fiscal year. This will show that we are fiscally responsible.

Staff Conference Facebook page was discussed, it will be encouraged at the next meeting to join the group.

Next Staff Conference is January 16 at Dina's Place 2 p.m.

Meeting adjourned at 2:32 pm.