

STAFF ASSEMBLY MINUTES

SEPTEMBER 6, 2016

1. Grant Scurry called to order at 2:02 p.m.

2. Committee Reports:

*Elections/Nominations – N/A

*Media/Communications—N/A

*Professional development—Regular meetings on 2nd Tuesdays of the month; new chair is Goldie Gildehaus

*Campus/Community Involvement—Sept. 16 Food Truck Friday event upcoming; hopes to raise 2,000 pounds of canned food for the fall food drive; Halloween contest in the works

*Recognition—N/A

3. Group took updated photos

4. Introducing new staff at each staff conference: Assembly likes the idea. We would like to ensure the person will attend, maybe with an RSVP? Could also let supervisor so they could encourage them to attend

5. PowerPoint on our past year: Includes bullet points and highlights and will be shown at Sept. 20 meeting.

6. Reception plans: Maria D'Agostino offered to check on different locations

7. Staff conference agenda items for Sept. 20: Several members suggested a section on Fair Labor Standards Act (FLSA), expressing that they've received lots of questions from staff members and aren't sure how to answer them.

HR representative LeeAnn Pounds said Human Resources is planning to launch an FLSA website and offer four sessions to answer questions and explain how it will work. She asked if people complain about *not* being able to use their leave time? 240 hours is the max comp time accrued

8. Old Business: N/A

9. New business: Susan Sauvigne asked about a Winthrop float in this year's ChristmasVille. Nicole Chisari said any float needs to be Winthrop-branded versus just staff. Uncertain on plans for president's involvement in the parade.

Questions about orientation sessions for Board of Trustees staff reps? Kimberly Faust had said it would be mid-September, but that date was quickly approaching.

Grant Scurry adjourned the meeting at 2:51 p.m.