

Staff Assembly Minutes

12/2/14

Polly Ford Conference Room, West Center

Meeting called to order at 2:00 p.m.

Members present: Margaret Williamson, Jeanie Faris, Grant Scurry, Rosanne Wallace, Maria D'Agostino, TJ Carney, Kelly Shelton, Sharen DuBard, Jill Simpson, Kelly McGinnis, Niki Behr

Members absent: Rebecca Best

HR Representative: Tina Purnell

I. Competitive Compensation Committee (CCC)

Dr. Roger Weikle provided an update from the CCC. This group is to be an advisory group and will not be making decisions regarding specific wage increases for employees. They are tasked to gather information and data. The Board of Trustees initiated this process and is committed to including salary increases in future budgets similar the line items that include utilities and program improvements. The CCC will study the data and come up with a methodology for recommendation regarding salary increases. Any presidential candidate that is being considered will know that this is one of the major issues on our campus that they will be involved in and will have that understanding as the candidate continues through the interview process. The CCC will be utilizing CUPA (College and University Professional Association) data and local labor market values for those positions that the agency does not list. Any performance level reviews and raises would come from supervisors after the methodology and performance reviews are in place and probably in the later phases of this plan. The CCC is tasked to define the problems we have with compensation before any action by the university is taken to provide salary increases.

II. Staff Stuff Newsletter

First edition is out and will be archived on the staff website.

III. Other committee reports

Campus and Community Involvement – the food drive has been extended to 12/12/14 to allow more donations. They will weigh the food donated. In the future, we can set goals in the campaign based on the weight. For example, we could say we collected #pounds of food for 2014, let's work on 'X' number of pounds this year. Or try to equate it based on

the amount that they are able to serve per day. If they currently serve 30 people each day, we collect resources to increase that by 'X' amount per day.

IV. Report from the Executive Staff Meeting

a. HR Update

The personnel committee meets once a week to review all personnel proposals. There will be an email going to supervisors stating they accept the responsibility and understand the requirements for the review process.

b. Campus Pride Index

Winthrop wants to work on their score for this index which rates an institution on their LGBT support structure and Winthrop has room for improvement.

Assembly members were curious about the Great Place to Work survey results. Tina Purnell stated that Winthrop has not received the results at this time.

V. Bylaws

Bylaws have been reviewed and re-reviewed and are now ready for a vote! Assembly has approved the current version and they will be added to the website.

VI. New Staff orientation welcome January 14

Maria D'Agostino agreed to represent the assembly at the next orientation session.

VII. Other topics/announcements/updates

The new review forms will be directly related to the employee's position and responsibilities. It will have a rating scale that includes does not meet expectations, meets expectations, or exceeds expectations.