

Winthrop University
Staff Assembly Meeting Minutes
April 3, 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, Becky Best, Jackie Concodora, Wes Love, Alicia Marstall, Daphne Sears

Absent: Amanda Hackney

Vacancies: NONE

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

Approval of Minutes:

- Staff Assembly minutes of March 6 were approved.
- Staff Conference minutes of March 20 were approved.
-

Julia had three Special Events submissions.

1. Miranda Knight asked for \$30 for printing of post cards for the Attitude of Gratitude. This was approved.
2. Campus & Community Involvement asked for \$350 to purchase items for the Come See Me Festival. These items included burgers, hot dogs, buns, drinks. This was approved with the understanding that Staff Assembly would not be contributing this large of an amount next year, as University Relations/Neal Miller will be taking over this event with some assistance from Staff Assembly.
3. Professional Development requested \$400 for printing, handouts, morning drinks and possible lunch expenses for their seminar in June. This was approved.

Jackie reported that we would have \$343 left in our treasury after these three items were deducted.

Committee Updates:

Election & Nominations- Becky said the tentative date for the email requesting nominations is April 16. Then the email will go out asking if that person wants to serve and we would confirm that they have been employed for one year through HR. This committee made a request that we allow staff to nominate staff from the entire campus, not just their division, but they can only vote for persons in their division. This was approved. Results could be announced on May 15 at our meeting. Maria also stated that they did a great job on the presentation at our last meeting.

Media & Communications-Kelly asked that if any staff members were graduating in May to notify her. We want to make sure everyone is acknowledged.

Professional Development-Nicole reported there is a meeting scheduled for next week and they are currently working on the seminar in June.

Campus & Community Involvement-Amanda was not present.

Recognition: Jackie reported that there is a meeting next week.

Staff Feedback: Kirk reported that they have a meeting next week and that Rachel Glover is the Chairperson.

Old Business-

We will need to add Staff Feedback Committee to Bylaws. An email will be coming from Maria for us to review.

April Committee highlight will be Campus & Community Involvement. Maria will contact Pam.

It was discussed about how to inform Foundation employees of our meetings. Maria will advise them to check the website for meeting times and locations and to invite them to attend.

New Business-

During April/May, the Staff Assembly reviews our Bylaws for updates or changes. The Staff Council will meet to discuss this sometime in April. No date has been set yet. Maris requested all Staff Assembly members to review the Bylaws and if they see any changes or corrections. Please contact Maria or Nicole with any changes.

Reminder: Board of Trustee meetings will be Thursday, April 5 and Friday, April 6. If you cannot attend your assigned meeting, please let Maria know as soon as possible.

Next Staff Conference is April 17 at Dina's Place 2 p.m.

Meeting adjourned at 2:40 pm.