

**Winthrop University**  
**Staff Assembly Meeting Minutes**  
**December 4, 2018**  
**Polly Ford Conference Room**

Staff Assembly Present: Nicole Chisari, Julia Fockler, Rachel Glover, Lydia Johnson, Wes Love, Kelly McGinnis, Alicia Marstall, Johnathan Brabson, Cheryl Gomez, Julia Fockler, Kirk McSwain Thomas Cornelius, Terese Green-Thomas, Linda O'Connor

Absent: Brittany Neely

Vacancies: Student Affairs

Nicole Chisari, Chair, called meeting to order at 4 p.m. The meeting time was changed this month so everyone could attend the President's Reception.

Approval of Minutes:

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

Committee Updates:

Campus & Community Involvement - Staff Conference is hosting the Holiday Social on December 12 at 2 p.m. in the Richardson Ballroom, which will refer the sweet treats exchange.

Election & Nominations - Becky Best sent out an email asking for nominations to fill the position in Student Affairs.

Media & Communications - Kelly has emailed all of our new members to ask for their bio information for the Staff Staff newsletter. There will be no newsletter in January.

Professional Development - Healthy Holiday Feasting will be the next event. Sodexo will have one of their chefs there. The event is Thursday, December 6; you can register on the TLC website.

Recognition - The Office of Accessibility is unsure if it will continue the Staff Advocate of the Month award since Tina has left. There will be no Staff Member of the Month for December since we will not have a meeting.

Staff Feedback: Rachel is looking for someone to research the lower admission numbers. Someone also suggested the committee look into the reason we do not have fire drills.

New Business -

There was a suggestion that we invite Eduardo Prieto and/or Amanda James from Admissions to speak to us as a group regarding the admission numbers and persistent admissions questions we receive and hear. We would like to assist in the efforts to get those numbers up and we would like the facts. In addition, what is being done to retain these students? Nicole is going to reach out to them to see if they would be willing to speak to us for 30 minutes. Each member was asked to get questions from their respective departments and submit them to Nicole by Dec. 20. She will then put them together and submit them to Eduardo for answering. This will help our meeting to stay on task.

Next Staff Conference is Jan. 22 at Dina's Place 2 p.m.

Next Staff Assembly is Jan. 15 at 2 p.m. in the West Center (EDIT 1/11/19 by NC – This meeting was later moved to Whitton Auditorium.)

Meeting adjourned at 4:45 p.m.