

Winthrop University
Staff Assembly Meeting Minutes
February 4, 2020
Polly Ford Conference Room

Staff Assembly Present: Kara Cauthen, Jayme Charles, Thomas Cornelius, Katie Gawronski, April Hershey, Chris Johnson, Lydia Johnson, Jessica Martin, Kirk McSwain, Claire Mooney-Melvin, Tanya Pettus, Jill Simpson

Absent: Johnathan Brabson, Brittany Neely

Vacancies: None

Call to Order

April Hershey, chair, called the meeting to order at 2:02 p.m.

Approval of Minutes

Thomas Cornelius made a motion to approve the minutes from the January 7 Staff Assembly and January 21 Staff Conference meetings. The motion passed unanimously.

Committee Updates

- Campus and Community Involvement: Chris Johnson shared that there will be a food drive at the end of April. The next committee meeting is February 5. CN2 picked up the story on our pet food drive.
- Elections and Nominations: No update
- Media and Communications: Kara Cauthen shared that the committee will be meeting February 11, and there will be three more newsletters for the 2019-2020 year.
- Professional Development: Brittany Neely was not present to provide an update. The next events we are aware of are the P Card question and answer session on February 13, and the Mindfulness event on March 4.
- Recognition: The committee has not received the list of nominees for the month yet. Claire Mooney-Melvin will follow up.
- Staff Feedback: Tanya Pettus announced that this committee needs a new chair.

Treasurer Report

Lydia Johnson shared that we have \$1,200 remaining for the calendar year.

Old Business

April Hershey shared an update on the Ombuds role. The job posting was sent out today with a deadline of February 14. The hope is to have the position filled by February 29. Compensation was not addressed in the posting because it could look very different depending on whether a faculty or staff member is chosen.

New Business

April shared the questions that have been submitted for leadership to answer at the next Staff Conference. She also reviewed the guest speakers who have been confirmed for the next few months.

Chris Johnson said that Facilities Management would like to be on the agenda for August to discuss work orders and surveys.

LeeAnn Pounds shared some tentative upcoming dates for health screenings (April 7 and April 23) and the mobile mammogram unit (March 24). More information will be sent out on these events. There was some discussion regarding other free health benefits available to staff, including free virtual office visits through MUSC and free health screenings from Piedmont on the 3rd Thursday of every month.

Meeting was adjourned at 2:35 p.m.