

Winthrop University
Staff Assembly Meeting Minutes
January 7, 2020
Polly Ford Conference Room

Staff Assembly Present: Johnathan Brabson, Kara Cauthen, Jayme Charles, Katie Gawronski, April Hershey, Jessica Martin, Kirk McSwain, Claire Mooney-Melvin, Brittany Neely, Tanya Pettus, Jill Simpson

Absent: Thomas Cornelius, Chris Johnson, Lydia Johnson

Vacancies: None

Call to Order

April Hershey, chair, called the meeting to order at 2:01 p.m.

Approval of Minutes

Jessica Martin made a motion to approve the minutes from the December 3 Staff Assembly. The motion passed unanimously.

Committee Updates

- **Campus & Community Involvement:** April shared that the pet food drive was a success, and that planning has begun on the 2020 Food Truck Friday schedule.
- **Elections & Nominations:** Jessica Martin introduced Jill Simpson as the new representative from Student Affairs.
- **Media & Communications:** Kara Cauthen announced that the next newsletter will be out the first week in February.
- **Professional Development:** Johnathan Brabson said that planning will probably begin soon for the annual summer conference.
- **Recognition:** Claire Mooney-Melvin said the committee has not met yet, but that nominations were low last month. There was some discussion regarding whether the committee should wait for more nominations, or go ahead and make a decision. The consensus was that the committee should not skip another month without a winner.
- **Staff Feedback:** Tanya Pettus said the committee should be meeting soon to discuss how best to resolve staff issues.

Treasurer Report

Lydia Johnson had sent the reports to April ahead of time since she could not attend. We had \$176.69 left for 2019, although the cost of printing the posters for the pet food drive has not yet been included. We have \$1,200.00 for 2020. Any requests for funding should be submitted as far ahead of time as possible.

Old Business

The Staff Holiday Party seemed to be a success. There were 15 more staff members in attendance than last year, but some people told April that they had not seen the invitation in the Daily Digest or Staff Stuff. We will need to make sure that the information is communicated in more ways next year.

April announced that Jayme Charles is the new Vice Chair for Staff Assembly.

New Business

April presented the staff questions that had been submitted so far for review and discussion. There was also discussion regarding upcoming speakers for Staff Conference. A question was raised whether a representative from the Board of Trustees could attend to provide information about the search for an interim president. Kara shared an overview of the meeting between board members and current and former Staff Assembly members that had taken place in December concerning the search.

Meeting was adjourned at 2:41 p.m.