

Winthrop University
Staff Assembly Meeting Minutes
June 2, 2020
Via Microsoft Teams

Staff Assembly Present: Kara Cauthen, Jayme Charles, Katie Gawronski, April Hershey, Jessica Martin, Claire Mooney-Melvin, Brittany Neely, Tanya Pettus

Absent: Johnathan Brabson, Thomas Cornelius, Chris Johnson, Lydia Johnson, Kirk McSwain, Jill Simpson

Vacancies: None

Introduction & Approval of Minutes

April Hershey, chair, called the meeting to order at 2:03 p.m. Brittany Neely made a motion to approve the minutes from the May 5 Staff Assembly and May 19 Staff Conference meetings. The motion was seconded by Claire Mooney-Melvin, and the minutes were approved unanimously.

Committee Updates

- Campus & Community Involvement: April said the committee has not met, so there are no updates at this time.
- Elections & Nominations: Jessica Martin said we still need one nomination for a representative from Finance & Business, but otherwise we are just waiting to publicly announce the others. There were no challengers for any of the nominations. April will reach out to the new representatives.
- Media & Communications: Kara Cauthen said the next newsletter will be out in August, but the committee has received some suggestions for ways to keep staff engaged through the Facebook page over the summer. April asked the committee to think about what Staff Assembly's responsibility is—generally and during this time dealing with COVID-19—to communicate regular updates to staff similar to what faculty have been receiving from the Provost.
- Professional Development: Brittany said the committee has not met, so there is no update at this time. They will be discussing how long to collect survey responses, considering alternative options to the regular conference that was cancelled this year, and discussing how the fall schedule changes affect their plans to offer alternative opportunities.
- Recognition: Claire said the committee is still planning to do a Staff Member of the Year, and she hopes we will hear more by next week. There is discussion over whether to announce virtually now, or wait and announce in person.
- Staff Feedback: Tanya Pettus said she has not had a chance to schedule their next meeting.

Treasurer Report

We still have \$1200 available until December 2020.

Old Business

President Hynd approved up to \$600 from our annual budget to retrofit two existing water fountains with water bottle filling stations. Claire made a motion to vote on the final proposal, and it was approved.

New Business

April presented the questions that have been submitted for the President so far. There was discussion about the questions and feedback received after last month's PowerPoint. April asked all the representatives to offer suggestions about how best to respond to the feedback by next Friday, and also to let her know about any other conversations representatives are having with staff members on these issues.

The June Staff Conference was originally planned to include an update on Convocation and Commencement, but it was decided that the focus should be on the staff questions and feedback received. It will be better to send updates about these events when we know more. April also reviewed the plans for the July and August Staff Conference meetings.

Meeting was adjourned at 2:57 p.m.