

Winthrop University
Staff Assembly Meeting Minutes
March 3, 2020
Polly Ford Conference Room

Staff Assembly Present: Johnathan Brabson, Kara Cauthen, Jayme Charles, Thomas Cornelius, Katie Gawronski, April Hershey, Chris Johnson, Lydia Johnson, Jessica Martin, Kirk McSwain, Brittany Neely, Tanya Pettus

Absent: Claire Mooney-Melvin, Jill Simpson

Vacancies: None

Call to Order

April Hershey, chair, called the meeting to order at 2:03 p.m.

Approval of Minutes

Jessica Martin made a motion to approve the minutes from the February 4 Staff Assembly and February 18 Staff Conference meetings. Johnathan Brabson seconded the motion. The minutes were approved unanimously.

Committee Updates

- Campus & Community Involvement: Chris Johnson said the committee is meeting tomorrow. They are planning to start the food drive in mid-April to coincide with Earth Day. Thomas Cornelius added that Food Truck Friday volunteers will be needed starting in May.
- Elections & Nominations: Jessica said the committee will be meeting soon to discuss the upcoming elections.
- Media & Communications: Kara Cauthen said the March newsletter will be coming out tomorrow, and there would be two more editions this year.
- Professional Development: Brittany Neely said the committee would be meeting soon to talk about how the Mindfulness in the Workplace event went. There are no other events scheduled at this time.
- Recognition: Claire Mooney-Melvin was not present to provide an update.
- Staff Feedback: Tanya Pettus has taken over as chair of this committee. She said they will be meeting at the end of March, and are asking someone from Facilities Management to join their committee.

Treasurer Report

Nothing has been spent, so we still have \$1200 available.

Old Business

April said that Jackie Concodora has been selected for the Ombuds position. There will be dedicated office space with a lockable file cabinet to ensure that records are kept confidential. The number of people who utilize the office will be tracked by annual reporting to the Advisory Committee to ensure that we are providing adequate support for campus needs.

April also reviewed some staff questions related to the interim president. Dr. Kimberly Faust answered some of them at the last Staff Conference, but others may be covered by Dr. Hynd at a future meeting.

New Business

One question has been submitted so far for the March Staff Conference. April went over the upcoming topics for Staff Conference. She said we may vote at the next Staff Assembly meeting on whether or not to have a Staff Conference meeting in the month of July. There were a number of suggestions for future topics including Convocation, cybersecurity, continuous improvement plans, and having someone from Athletics speak in August.

Meeting was adjourned at 2:43 p.m.