

Winthrop University
Staff Assembly Meeting Minutes
Sept. 4, 2018
Polly Ford Conference Room

Staff Assembly Present: Nicole Chisari, Julia Fockler, Rachel Glover, Laura Johnson, Lydia Johnson, Wes Love, Kelly McGinnis, Kirk McSwain, Alicia Marstall

Absent: Johnathan Brabson, Cheryl Gomez, Brittany Neely

Vacancies: Finance & Business Affairs & Academic Affairs

Nicole Chisari, chair, called meeting to order at 2:04 p.m.

Approval of Minutes:

- Staff Assembly minutes of Aug. 7 were approved.
- Staff Conference minutes of Aug. 28 were approved.

Committee Updates:

Campus & Community Involvement - Food Truck Friday on Sept. 21 is scheduled.

Election & Nominations - 3 positions are currently open.

Media & Communications - No updates at this time.

Professional Development - Meeting is scheduled for next week. They are looking at some topics to present, such as marketplace information; car maintenance; healthy eating.

Recognition: Wes reported that they would have a meeting in a few weeks. Nicole mentioned that she was approached by another department on campus that would like to present an award at our meetings, such as the Office of Accessibility does. This matter was discussed and a suggestion was made that we have a member of the Office of Accessibility join this group.

Staff Feedback: Rachel reported that they have not met with Amanda yet. They will divide their findings into two separate sections. They are currently working on salaries/parking/vacancy issues.

Laura Johnson reported that we currently have \$786.55 in our budget remaining.

New Business-

Julia presented information on the Ice Cream Social that we hold every year as a welcome back to staff. Nicole will meet with Sodexo regarding costs of the event. Laura agreed to go with her.

Annual Report - Nicole will send out an email to all staff with the detailed report instead of presenting the entire report at our meeting. This should save time during the meeting since she would have presented just the highlights anyway.

Parking signs - An issue came up when our meeting was changed last month. The signs were put up on the wrong date. Campus Police has informed Nicole that they will no longer put the signs out. They will put the holders out but someone will have to put the paper signs in the holders around campus.

Old Business-

Official bylaw change- Nicole will send the correct wording on the changes made to our bylaws to Kirk to put up on the website.

Speakers for upcoming meetings - Admissions has asked to speak at our next meeting since the president made his presentation at the last meeting, they would like to share their information on enrollment initiatives as well.

Next Staff Conference is Sept. 18 at Dina's Place 2 p.m.

Next Staff Assembly is Tuesday, Oct. 2 at 2 p.m. in the West Center

Meeting adjourned at 3:04 p.m.