

**Winthrop University**  
**Staff Conference Meeting Minutes**  
**Aug. 28, 2018**  
**Dina's Place**

Staff Assembly Present: Nicole Chisari, Julia Fockler, Lydia Johnson, Wes Love, Kirk McSwain, Alicia Marstall, Brittany Neely, Rachel Glover, Cheryl Gomez, Laura Johnson, Jonathan Brabson

Absent: Kelly McGinnis

Vacancies: three positions

Staff in attendance: Approximately 82

Meeting was called to order at 2:02 p.m. by Nicole Chisari, chair

The July meeting minutes were approved.

Several questions were submitted by staff and President Mahony/the appropriate staff person answered:

1. The first question asked about why non-academic areas reporting to the provost. The president mentioned that the question was submitted before the “restructure” and more would be addressed later.
2. Nicole answered a question on why certain areas of the website don't have updated information. The web team consists of only two people, although web authors are trained across campus. If an update isn't made, it could be because the author doesn't know about the update, hasn't been given the go-ahead, or is awaiting further information. If someone sees where an update is needed, they can contact Kimberly Byrd or Jamie Ray. If a brochure has old branding, contact Jill Stuckey for updating, or Kimberly for purging it.
3. This question asked why positions aren't advertised or filled when the person leaving announces it well in advance. The president said what they hire for is not always the same kind of position, so time has to be taken to study the need in the office and reexamine that position and the office/department structure. Sometimes there end up being two people to cover a position's duties. Additionally, there are limits on FTE positions from the state.
4. This question asked about the lengthy surplus process. Why there are three pieces of paper to do it: each copy is presented to different areas, including a copy to keep in that office. The three people who come in contact with the form – the controller's office, the property manager, and the materials services manager—have different roles pertaining to it. How long is it stored? Four years in accordance with state law. Can it be an online process? Not at this time.
5. The president addressed the missing swings on Scholars Walk. A past Staff Conference question pointed out the need to take care of the rotting on the pergolas. Staff found the swings were unsafe. They've been replaced with rocking chairs. They will discuss future plans for that area, including potentially replacing the swings.
6. This question asked about the emergency response to the Byrnes fire. Chief Ken Scoggins said the critical incident management team met quickly that day to discuss the issue. They have to be careful with using WU Alert/Alertus, as they don't want to bombard people, and it goes to ALL faculty/staff/students/parents who have signed up for it. Fire drill tests were eliminated because they were considered disruptive to classes. However, Chief Scoggins said safety is always the No. 1 priority so they will look into the drills option again.

The president talked about enrollment trends across the state and nation. Essentially, they're going down across the board due to a number of reasons. Some tactics they've discussed taking advantage of to increase enrollment include increasing the international student population; making transfers go more smoothly; and offering specialist and other programs for adult learners. They also have a firm

investigating the way financial aid is leveraged. Audience members asked several questions about the presentation.

Bryan Harris, new general manager for Sodexo on campus, introduced himself and discussed a few Dining Services changes including: changing of names in Markley's; emphasizing the franchises will stay; and talking about future developments, like maybe a flatbread pizza offering in Markley's.

Nicole announced the proposal for a new ombudsperson office at Winthrop. Faculty leadership approached staff leadership about this office. It would be an "independent, confidential, neutral, and informal resource for any faculty, staff, or administration member of Winthrop to seek assistance in identifying available options, facilitating productive communication, and bringing forth concerns about university policy or procedures." While it reports directly to the president, it does not derive authority from the president, and he does not control it. A committee would select this person from an already existing faculty or staff member. They would receive training; it's unpaid. Faculty Conference endorsed the proposal, as did staff leadership. More info in the future.

Standing Committee Reports:

**Campus & Community Involvement** – Pam reported that they will have a presence at the city's next Food Truck Friday on Sept. 21.

**Elections & Nominations** – Julia reported there was a tie for the two open Academic Affairs positions. That voting ends this week. Voting for the open Finance and Business Affairs position opens this week.

**Media & Communications** – Kara reported that the next Staff Stuff would be out in September and encouraged people to join the Facebook group.

**Professional Development** – Nicole said the committee needs a chair. They are planning programming for the fall on healthy eating, Marketplace, and car maintenance.

**Staff Feedback** – Rachel reported that they are really fine-tuning a first presentation.

**Recognition Committee** – Seth Cooke from the Department of Accreditation, Accountability, and Academic Services was chosen as Staff Member of the Month. Shardae Nelson announced Wes Love as Staff Advocate of the Month.

Brittany introduced the new hire.

Next Staff Conference will be at Dina's Place on Tuesday, Sept. 18, 2018.

Meeting adjourned at 3:05 p.m.