

**Winthrop University**  
**Staff Conference Meeting Minutes**  
**November 19, 2019**  
**Dina's Place**

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

Absent: Johnathan Brabson, Thomas Cornelius, Katie Gawronski, Kirk McSwain

Vacancies: one

Staff in Attendance: approximately 30

Call to Order

April Hershey, chair, called the meeting to order at 2:02 p.m. and announced that the minutes from the October 1 Staff Assembly and October 16 Staff Conference had been approved.

Q&A – Office of Sustainability

There were two questions submitted related to recycling:

1. *How regular is recycling pickup?*
2. *Are work requests for recycling pickup necessary?*

Chris Johnson presented information regarding the Office of Sustainability and recycling on campus. Winthrop recently received a grant from South Carolina's Department of Health and Environmental Control (DHEC) which enabled us to purchase a truck so that we can have a dedicated recycling staff member. Previously, we had one person trying to pick up all of the trash and recycling on campus. With the new recycling collector we will be trying to get all of the buildings on a regular schedule, but the recycling collector will process work orders if a bin gets full prior to the building's regular pickup. Chris asked everyone to bear with us as we institute the new process. He also asked that if an office knows they will be cleaning out files and will have extra recycling, to please put in a work order for an empty bin so that the regular recycling bins don't get filled up.

A question was asked regarding glass recycling. Chris said we do not recycle glass on campus because it cannot be mixed with other recyclables. The glass can break and contaminate the mixed paper. However, individuals can sort their glass by color and take it to one of York County's recycling locations. Chris shared the recycling posters that are hanging around campus, and clarified which items can and cannot be placed in the recycling bins on campus. It is important not to put items such as plastic bags or food waste in the recycling bins because they can damage the sorting equipment or contaminate the other recyclables in the bin. Questions about how to recycle unique items like ink and toner, electronics, or batteries can be addressed to Chris Johnson. A 2014 study showed that recycling contributes \$13 billion to the SC economy, so we want to do our part to support this effort.

Chris shared information about the Swapshop program to share extra office supplies on campus and encouraged people to speak with their admins about how to do this.

Recycling stations have been installed in about 60% of the buildings on campus now. These are paid for by grants that we receive. A question was asked regarding how long these stations will last. Chris said we pay more for the metal stations because they will not only last longer, but are recyclable when they can no longer be repaired. The old bins had hinges that would break often, and the plastic containers cannot be recycled when they break.

South Carolina requires all state agencies to recycle, so we keep track of how much we are able to recycle each year. Chris shared a graph going back to 2012 that showed how many tons Winthrop recycles (including things like scrap metal, lights, paint, and oil from Facilities Management) and how many tons we are able to divert from landfills through initiatives like the donations to Goodwill at the end of spring semester when students move out. Last year we were able to divert 14,000 lbs.

A question was asked regarding whether custodians are asked to move items from trash to recycling when they notice recyclable items. Chris said they are not asked to do this, but that he will do it when he notices it. He said that he has been working with student interns to do a recycling bin audit to discover how much contamination was in each bin. After collecting data for two weeks, they have identified problem buildings and will be drilling down to specific locations. They are always working to help Winthrop be better at recycling.

#### Committee Updates & Announcements

- Media & Communications: Kara Cauthen announced that the next Staff Stuff will be out in early December, and that there will not be one in January due to the holiday break.
- Campus & Community Involvement: Judy Longshaw shared information regarding the upcoming pet food drive. More details will be in the Daily Digest.
- Elections & Nominations: Amanda Stewart announced that Miranda Knight has been elected to the Ombuds Advisory Committee and that Jayme Charles is the new Finance & Business representative to Staff Assembly. Requests for nominations will be going out soon for the new Student Life representative to replace Megan Baggarly.
- Professional Development: Marcia Willis reminded everyone of the upcoming Stress Management seminar. There will be a Zumba class afterwards, and no West Center membership is required to participate.
- Staff Feedback: Whitney Hough said the committee is making headway on a number of issues, and hopes to be able to communicate updates soon. She invited everyone to their next meeting on November 26.
- Recognition: We did not receive enough nominations this month, so October and November will be combined. The deadline for nominations is December 2.
- LeeAnn Pounds shared information about PerksConnect, a discount program available to Winthrop staff. The link is on the HR website under Amenities and Services. Staff can take advantage of national and local deals, including discounts on gift cards, travel, and events.
- Howard Seidler asked everyone to fill out Winthrop's annual survey regarding Sodexo. Everyone should have received an e-mail with a unique code to fill out the survey. We will most likely be doing another secret shopper program at the beginning of the spring semester.

- Laura Foster announced that students will be collecting canned food for MLK Day 2020 in order to build two pantries, and asked staff to please donate cans and bottled water. There will be locations around campus to donate, or you can contact Laura. April pointed out that there are many canned food drives this time of year, but food pantries often run out by February and do not receive as many donations after the holidays. Canned meat is an item that is not donated enough.
- April announced that we are coming up on our next SACS accreditation cycle. A two question survey will be going out to faculty, staff, and students asking what Winthrop does well and does not do well to help the QEP development committee as they prepare for the next cycle.
- Miranda Knight announced that the local chapter of AAUW is offering a \$1,000 scholarship to an undergraduate single mom. Preference will be given to a non-traditional student. Nominations are due to Miranda on November 21.
- April announced that the next Staff Conference meeting would be our International Holiday Party, and that the date had been moved up to December 10 so more people would still be on campus. Appetizers will be provided by Sodexo, and staff are encouraged to bring their favorite holiday cookies to share (with a label for any potential allergens).

The meeting was adjourned at 2:51 p.m.