

Winthrop University
Staff Conference Meeting Minutes
October 16, 2018
Dina's Place

Staff Assembly Present: Johnathan Brabson, Nicole Chisari, Thomas Cornelius, Julia Fockler, Rachel Glover, Cheryl Gomez, Terese Green-Thomas, Laura Johnson, Lydia Johnson, Wes Love, Kelly McGinnis, Alicia Marstall, Brittany Neely, Linda O'Connor

Absent: Kirk McSwain

Vacancies: NONE

Staff in attendance: Approximately 50

Nicole Chisari, chair, called meeting to order at 2:03 p.m.

September meeting minutes were approved.

Q & A with President Mahony

The President could not be present today so others were there to answer.

1. A question was submitted regarding the Student Payroll Adjustment form and the approvals that must be obtained. Lisa Cowart answered: It is necessary to document a mistake made by either a student or employee. The Fair Labor Standards Act requires accurate reporting. Winthrop could be charged with a fine or penalty for incorrect reporting. The vice president is required to review these errors so they are aware of how many errors had been made. Immediate supervisors are responsible to make sure that the time is correct. Payroll has to make manual corrections. Debra Boyd has to review these in Academic Affairs since she is the vice president of that department. She does not review them in her position as provost.
2. Why are work times not standard for all employees? Nicole answered this question by first explaining that this question was edited before it was presented here today. The question was submitted with a supervisor's name in it. This is not the place to call out another employee. Nicole suggested that the person who submitted this question should speak to Human Resources, specifically LeeAnn Pounds, if they feel they're being treated differently from other employees by their supervisor or if their supervisor is holding them to a standard they're not meeting.
3. Why is it so hard for anyone to directly answer questions asked in Staff Conference? Nicole answered this question stating that we are the only group that can have an answer submitted anonymously. Faculty does not have that, so we should be grateful that we have this benefit with the president. The questions submitted go to Nicole, she reads them over and normally she will only edit the grammar and for clarity. They then go directly to the president. She says please continue to submit the questions and provided some helpful tips to get your question answered.
 - Be very clear, read over your question before you submit it and please make sure what you are asking is clear.
 - Be concise, state directly to what you need to know. Only ask one question, if asking more than one, be concise.
 - Think about if Staff Conference is the place to send your question. You may want to ask a department head. Please do not name specific people/supervisors in your question.
 - If not sure, please contact Nicole. All inquiries will be anonymous.We want you to continue to submit your questions and Staff Feedback will provide answers to questions that cannot be answered in our meeting timeframe and need more research.

4. There was another question submitted regarding the purchase of nametags. The invoices have been coming with “royalty fee charges.” Do not pay that portion and contact Katie Price with any of these issues.

Betsey O’Brien from National Alliance of Mental Illness-Piedmont Tri-County spoke regarding mental health issues. Oct. 10 was World Mental Health Day. One in four adults lives with a mental health disorder. On Nov. 8, she will give a presentation; please check TLC for information regarding this event.

Shayna Foxworth reminded everyone of the Haunted Tours on campus on Oct. 30 from 6-9:30 p.m. The cost of these tours goes towards our scholarship fund. Tickets are available on Eventbrite.

Joanna Harris announced that the United Way Giving program has begun. Forms are being distributed to each department. United Way helps our local community.

Standing Committee Reports:

Campus & Community Involvement – Pam thanked everyone for wearing pink today in honor of Breast Cancer Awareness. This week will be the last Food Truck Friday so please come and enjoy some great food. The next food drive begins on Oct. 22. The goal is 6,000 pounds and cash donations will be accepted. For Halloween this year, there is a door-decorating contest, so make your door extra scary and send Pam a picture. In addition, the costume contest is on Oct. 31 as well. Send Pam a picture of your costume for the Judges.

Elections & Nominations – All vacancies are filled.

Media & Communications –Kara reported that the next Staff Stuff would be out in November. Please send your Halloween pictures. If you are not receiving the Staff Stuff newsletter, please let Kara know and she will add you to the distribution list.

Professional Development – Nicole reported that there are two TLC times for the program, “The Ins and Outs of Marketplace,” presented by Linda O’Connor. This will explain how to use and what this program is. Also scheduled is a Banner 9 training on Nov. 7 at 11 a.m. that Elizabeth Oswald-Sease and Joan Hetherington will present.

Staff Feedback – Rachel reported that the committee has put information on the website answering some questions that were presented at past meetings, such as parking at the Margaret Nance lot. Please check the website and if you have a topic, please let Rachel know.

Recognition Committee –We had six nominations this month and the winner was Craig Sauvigne.

Since Tina Vires has left the university, Samantha Barrett announced the “Staff Superhero of the Month.” The winner was LeeAnn Pounds. Please send those nominations to her.

Brittany introduced seven new hires this month.

Please check the Daily Digest for announcements on the mobile mammogram unit, which will be here on campus on Nov. 13 and a wellness event scheduled for Oct. 22.

Next Staff Conference will be at Dina’s Place on Tuesday, Nov. 20, 2018 at 2 p.m.

Meeting adjourned at 2:51 p.m.