



# **STAFF CONFERENCE**

**Tuesday, May 18, 2021**





## Update on Staff Conference Meeting Format



As we are unable to hold in-person meetings due to COVID-19, Staff Assembly has decided to continue to hold virtual Staff Conference meetings on our usual schedule. We believe these meetings are important for staff to feel connected and informed and we want to maintain a sense of normalcy as much as possible. In addition to the text and images on these slides, audio clips from our presenters are included. Where you see a speaker symbol in the upper right corner, click on it and press the play button to hear narration. We hope this will provide a richer experience that you can enjoy from the safety of your home.



## **TODAY'S AGENDA**

- 1. ACKNOWLEDGE APPROVAL OF MINUTES**
- 2. Q & A SESSION**
- 3. PRESENTATION ON AFFINITY GROUPS**
- 4. COMMITTEE UPDATES**
- 5. STAFF MEMBER OF THE MONTH**
- 6. ANNOUNCEMENTS**



## APPROVAL OF MINUTES

In the May Staff Assembly meeting, held via Teams, representatives voted to approve the minutes from the April 6 Staff Assembly meeting and the April 20 Staff Conference meeting. Both sets of minutes are available on the Staff Assembly webpage.

<https://www.winthrop.edu/staff/minutes.aspx>



## STAFF Q & A

This month, several questions centered on the topic of remote work and more flexible scheduling. As an Assembly, we realize that many of these questions have previously been posed by staff, brought before President Hynd, and answered publicly. In order to fully advocate for staff concerns to university leadership, these questions were again presented to the President and disseminated to university leadership however they are presented here in an abridged format.



## STAFF Q & A

**Q1:** Regarding Remote Work

- Will Winthrop consider a more flexible remote work plan or policy to accommodate employees who do not need to be present on campus to complete their job responsibilities?
- Faculty work remotely: "Staff were made to come back full time yet faculty and department chairs continue to work remotely" and "Why are some departments still not fully back to campus and being allowed to work remotely?"
- Other various reasons, including morale: "It's been a month and I worry there is no one championing for us" and "We should be jumping at the chance to offer non-monetary options that increase morale at every chance."



## STAFF Q & A

**A1: From Lisa Cowart:** An announcement regarding a supervisor's ability to work with employees to allow a flexible work schedule was sent to all employees weeks ago. The [required approval form](#) and [guidelines](#) about flexible work scheduling are on the HR website under the Forms and Resources tab under the "Employees" heading.

**Remote work/telecommuting:**

As communicated earlier, the Office of State Human Resources informed all state agencies and higher education institutions that, until further notice, the Governor has suspended the ability for state employers to enter into new agreements to allow employees to work from home. Faculty were explicitly allowed to continue with the pre-scheduled modality of teaching that was in place for the spring and summer semesters. HR has not approved and is not aware of departments that are allowing work from home for staff. We cannot comment on situations at other universities because we do not know the circumstances associated with any decision made.



## STAFF Q & A

**Q1 (continued):** If the purpose of short Fridays is to save money by not cooling the building, we can save more by not being in the building that whole day: “the law doesn’t require 8:30-5:00.” “Being allowed to work those three hours remotely every other week would certainly go a long way toward boosting morale.”

**A: From Lisa Cowart:** South Carolina State Human Resources Regulation 19-707.01(A) states the following: “No agency shall have less than a 37.5-hour workweek. Generally, the core hours that an agency shall remain open for business are 8:30 a.m. to 5:00 p.m., Monday through Friday.”

In addition, during the regular academic year, Winthrop offices remain open from 8:30 a.m. – 5:00 p.m. Monday through Friday to provide the best possible service to the students we serve. There has been no discussion to change the core office hours year-round.





## STAFF Q & A

**Q2:** Any idea when water fountains will be turned back on? Would there be clear guidelines that it must be used by a drinking vessel and not by mouth to be safe? Water bottle refill stations would be ideal. With Staff back 100% and faculty and staff returning, we shouldn't be expected to bring in drinking water and if we're cutting back on A/C the heat may make people sick.

**A2: From Chris Johnson:** We are working with EHS to develop a plan for reopening all water fountains later this summer. This plan will include signage with guidelines for using the fountains, a cleaning schedule, and hand sanitizer at each water fountain.

In addition, we are working with Staff Assembly and campus plumbers to install bottle re-filler retrofits on existing water fountains. Currently, we have two units and plumbers are testing them to ensure they will work properly. More details, including a timeline, will be available soon.



## STAFF Q & A

**Q3:** For the year in the 2021/2022 academic year, will furloughs continue or is there planning for furloughs for the year? A simple yes or no answer will suffice.

**A3: From Lisa Cowart:** If a simple yes or no answer could be provided, it would be. Just as we experienced with the 2019-2021 and 2020-2021 fiscal years, the future cannot be predicted. At this point in the budget planning process for the 2021-2022 fiscal year, furloughs are not included in the planning. The Board of Trustees will approve the 2021-2022 budget later in the summer and the approved budget will be available for review by any interested party.



## STAFF Q & A

**Q4:** What changes are being made in IT to better meet our campus IT needs? Many of us are very frustrated with the service we are provided by IT and it continues to go downhill over the past couple years. We all understand staffing shortages and furloughs but many of us have seen the decline over past few years and many of us still manage to get our tasks done. We cannot be successful if we are getting subpar service (not able to reach someone on the phone, slow responses to tickets, lack of cross-trained staff who can handle issues, etc). There seems to be nowhere to address these issues which is why I resort to this form.

**A4: From Patrice Bruneau:** We apologize for the poor level of service that some employees have received at a time when we are struggling with limited staff, and we appreciate everyone's patience. IT support is a field that, unfortunately, demands a very hands-on approach. The good news is that some key positions are in the process of being filled, and we expect a better staffing level overall very soon. This should improve the level of service that is provided to our end users.



## STAFF Q & A

**Q5:** As a University, we cannot afford to hire essential staff members, which means some staff members are doing their full time job, as well as covering for the open positions. We then get an email stating that we are hiring a Title IX Coordinator and also hiring an external consultant to evaluate the OVA office. I am sure I am not the only staff member, who is overworked and underpaid, who would like to know where these funds are coming from.

**A5: From Lisa Cowart:** There are times when the President must make difficult decisions that are in the best interest of the university. This is one of those times.

This question asked about the funding available to fill the Title IX Coordinator position. In our conversation with President Hynd, we expanded the question to ask about how decisions to fill certain positions over other were made and on what criteria they were weighed.

President Hynd offered some additional clarification saying that in this case, a new position was not created but rather the responsibilities of a few unfilled positions were combined into the Title IX Coordinator position and that position was then filled. The president also noted that the university is filling a number of positions as noted on HR's employment webpage. Decisions to fill or not fill positions are weighed on a number of factors.



## STAFF Q & A



Have a question you would like answered?  
Use our Staff Feedback form to submit your question.

[Submit a Question!](#)



Do you have a question you'd like to see answered in Staff Conference? Send it to us! Questions and comments can be submitted anonymously using our online feedback form.

As a reminder, all staff-submitted questions are sent to Staff Assembly and President Hynd in their original form. Occasionally, Staff Assembly will edit the question before it is presented to Staff Conference in order to protect staff privacy or to clarify the core of the question. I would also like to point out that the Staff Assembly has agreed to never publicly disclose the name of any Winthrop University employee in staff Q&A.



# AFFINITY GROUPS

Presented by Amanda Stewart



## AFFINITY GROUPS

**Affinity Groups were created in partnership with the Diversity Council as a way to support Diversity, Equity, and Inclusion among Winthrop employees.**

Groups are based on interest and a connection to a diverse population among employees. Additional groups may be developed. We are also exploring how to connect with other groups or circles that aren't directly related to this effort but may be launched elsewhere in the university – i.e. groups for employees who are single parents, or groups for employees with a common interest.



## **CURRENT GROUPS INCLUDE**

- African American faculty/staff**
- Asian American and Pacific Islanders faculty/staff**
- Latinx faculty/staff**
- LGBTQ+ faculty/staff**
- Military Veterans faculty/staff**





## **AFFINITY GROUPS**

**Each affinity group interacts differently, based on the participants' interests – so this is not just another committee or institutional commitment.**

**Groups do things like (but not exclusive to):**

- \*Get together for social events – happy hour, potlucks, meals**
- \*Correspond and/or meet about issues of interest to the group**
- \*Create or participate in DEI programming**
- \*Serve by request to assist hiring committees in interviews and/or onboarding of diverse job candidates**



## AFFINITY GROUPS

**Interested in one (or more) of these groups?**

**While most of the groups are just getting re-energized following the blended/remote work schedule, group leaders would be glad to add you to their distribution list. From there, you'll learn about what's going on with the group and be able to participate as you wish.**

**Contact Amanda Stewart, Chair of the Affinity Groups Subcommittee of the Diversity Council at [stewartaj@winthrop.edu](mailto:stewartaj@winthrop.edu).**



## AFFINITY GROUPS

**Not sure if this is for you, or don't see a group that seems like it's for you...?**

**We plan on some 2021-22 activities for all groups AND those interested in DEI efforts at Winthrop and hope to see you there!**



## STAFF COMMITTEE REPORTS





## ELECTIONS & NOMINATIONS

Thank you to everyone who nominated and voted for our new Staff Assembly representatives. We are notifying the new representatives of their selection and we will announce them soon!



**Chair: Amanda Stewart** [stewartaj@winthrop.edu](mailto:stewartaj@winthrop.edu)



## STAFF FEEDBACK COMMITTEE

Staff Feedback committee is actively discussing how to best directly address concerns mentioned in the staff satisfaction survey. Please direct any ideas to the committee chair. (email is below)



**Chair: Tanya Pettus** [pettust@winthrop.edu](mailto:pettust@winthrop.edu)



## STAFF COMMITTEE ON CAMPUS & COMMUNITY INVOLVEMENT

- Thank you to everyone who donated items during our MovingOnOut donation collection and food drive. We are waiting for the final numbers but currently we believe we collected nearly 6,000 pounds of gently used clothing and household items donated to Tender Hearts. Oakland Baptist Church and its members, including staff member Kelly Scott, brought over their trailer, emptied it twice and then transported the items to Tender Hearts.
- We also estimate that we collected 250 +/- pounds of food that was donated to Human Nutrition's Food Box, a food pantry located in Dalton Hall that serves the Winthrop community.
- And thank you to all of the volunteers who helped deliver bins, collect the food, and coordinate the donation trailer!
- Overall, it has been a very productive year for our committee.

**Chair: Judy Longshaw** [longshawj@Winthrop.edu](mailto:longshawj@Winthrop.edu)



## STAFF COMMITTEE ON MEDIA & COMMUNICATIONS

- **Next Staff Stuff:** August
- We will be on summer hiatus until the fall, but be sure to join our [Facebook group](#) for updates.



Click the image to see  
this month's issue

**Chair: Kara Cauthen** [cauthenk@winthrop.edu](mailto:cauthenk@winthrop.edu)





# STAFF COMMITTEE ON PROFESSIONAL DEVELOPMENT

## Recap: Summer Professional Development Conference

Thank you to all who attended our Summer Conference this year! We'd love to hear your thoughts and suggestions. Please use this link to [complete a short survey](#).

For those who wanted to attend, but could not, please find [complete recordings](#) from both days on Winthrop's digital commons.

### Tuesday, May 11th

8:30 AM	<b>The Fish Philosophy</b> Celeste Tiller '11, '14, Winthrop University Richardson Ballroom 8:30 AM
9:15 AM	<b>Creating Children's Picture Books</b> Elizabeth Dulemba, Winthrop University Richardson Ballroom 9:15 AM
9:50 AM	<b>What is Instructional Design and Why is it Important Right Now?</b> Marshall G. Jones, Winthrop University Richardson Ballroom 9:50 AM

### Wednesday, May 12th

9:15 AM	<b>Understanding Morale in Higher Education Workplaces</b> Kastrena Davis Kendrick '95, Winthrop University Richardson Ballroom 9:15 AM
9:50 AM	<b>Building Effective Manager-Subordinate Relationships</b> Melissa K. Carsten, Winthrop University Richardson Ballroom 9:50 AM

**Chair: Marcia Willis** [willism@winthrop.edu](mailto:willism@winthrop.edu)



## STAFF RECOGNITION

At the Faculty/Staff/Retiree Ceremony on April 27,  
**Amy Phillips** was named the **Staff Member of the Year!**  
Congratulations, Amy!

Keep submitting your Staff Member of the Month  
nominations using our [new nomination form!](#)  
We hope this new form will make it easier and quicker  
for you to nominate your amazing colleagues.



**Chair: Michael Szeman** [Szemanm@Winthrop.edu](mailto:Szemanm@Winthrop.edu)

# Staff Member of the Month April 2021

Thanks for all you do!

Staff Member of the Month  
**Nominee**

Recognition Committee  
Staff Assembly



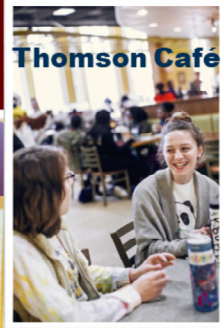
# thanks

Reserved Parking Spot  
On Campus

1 Month Free at the  
West Center

1 Free Meal at Thomson  
Café

Spotlight in  
Staff Stuff Newsletter



# Swag.

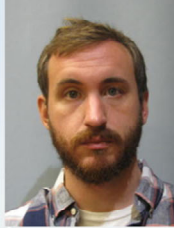
York Electricity Co Op  
Comporium  
Development Office  
Alumni Association  
WU Athletics  
Morton & Getty's

Department of English  
Winthrop Foundation  
Arrowpoint  
Small Business Development Center  
Office of Admissions  
Office of the President  
Founders  
State Farm

Residence Life  
Department of Design  
Winthrop Bookstore  
Department of Music  
College of Business  
Publix

Center for Educator Recruitment, Retention, and Advancement  
Office of New Student & Family Programs

## Nominees | April 2021



**Andrew Davis**



**Donna Guerra**



**Scott Helms**



**TJ Hyatt**



**John Kroft**



**Sam Kroft**



**Steve Moseley**



**Kathie Park**



**Jessica VanCleave**



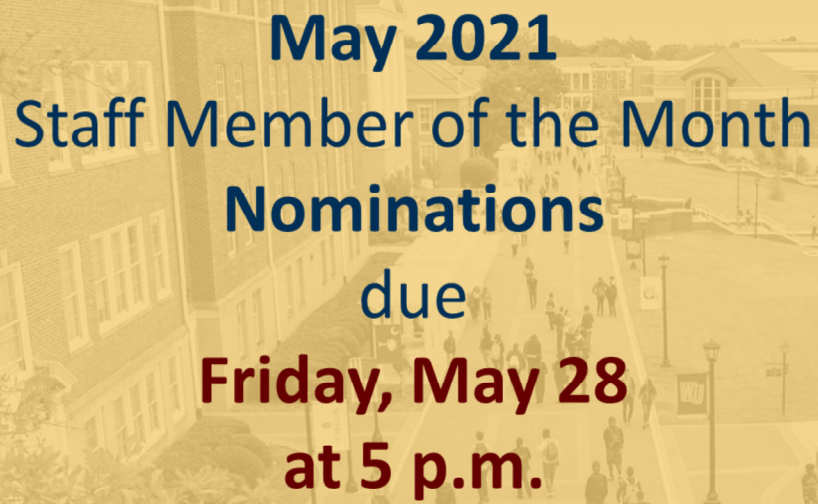
**Nancy White**



**Andrew Johnathan Davis**  
**College of Visual & Performing Arts**

**Staff Member of the Month**  
**April 2021**





**May 2021**  
**Staff Member of the Month**  
**Nominations**  
due  
**Friday, May 28**  
**at 5 p.m.**





## WELCOME TO NEW STAFF

**Brett Ferguson**, *assistant men's basketball coach, Athletics*

**Mitchell Hill**, *director of men's basketball operations, Athletics*

**Mark Prosser**, *head men's basketball coach, Athletics*

**Tony Rack**, *assistant men's basketball coach, Athletics*

**Brantley Therrell**, *graduate student records coordinator, Graduate School*



**Chair: Michael Szeman** [Szemanm@Winthrop.edu](mailto:Szemanm@Winthrop.edu)



## ANNOUNCEMENTS

### President Hynd's May Update

In case you missed it, President Hynd sent an email to all faculty and staff on May 10 about campus happenings.



### Highlights

- The FY22 budget should be approved by the Board of Trustees in June.
- The Rock Hill Vaccination Clinic has been moved from the Galleria Mall to the City Operations Center. Vaccines are strongly encouraged for employees.
- Our Esports team was crowned the Rocket League National Champions and sophomore Tristian Correll was named the league's MVP.
- Summer schedule is now in effect for most offices. Facilities and Campus Police will maintain regular working hours and the Dacus Library schedule is available online.



## ANNOUNCEMENTS

### Interested in Carpooling?

Make some new friends, minimize your emissions, and maybe have some carpool karaoke (or not...) this summer!

If you live in Union County, NC and are interested in carpooling to campus this summer, please reach out to Christopher Girgenti at [girgentic@winthrop.edu](mailto:girgentic@winthrop.edu).

*Have an announcement you'd like us to include?  
Send it to [staffassembly@winthrop.edu](mailto:staffassembly@winthrop.edu).*





## ANNOUNCEMENTS

### Parking Reminders

As we start the summer semester, Campus Police would like to remind everyone of the below Winthrop University Parking Rules and Regulations.

- Due to various events and activities being held on campus this summer, faculty/staff will still utilize their normally assigned parking areas and students will still utilize their normally assigned parking areas (i.e. **F/S cannot park in student spaces this summer**)
- Motor vehicles parked on the campus or any property owned by Winthrop University by Faculty/Staff and Students must be registered with Campus Police.
- All vehicles parked on the campus or any property owned by Winthrop University must bear either a Regular parking permit, a Temporary parking permit, or a Visitor parking permit.
- These regulations are in effect and enforced 24 hours a day, 7 days a week, including weekends and holidays.





## ANNOUNCEMENTS

### West Center May & June Group Fitness Schedule

#### **May 10 – May 27 (3 weeks)**

Monday 5:45pm – 6:30pm Basic Yoga with Maria in Room 206

Tuesday 11:00am – 11:45am Spin with Jen in Room 122

Tuesday 5:45pm – 6:30pm Cardio Hip Hop with Kim in Room 206

Wednesday 5:45pm – 6:30pm Zumba with Kim in Room 206

Thursday 11:00am – 11:45am Spin with Jen in Room 122 \*\*\*NO class on May 13\*\*

Thursday 5:45pm – 6:30pm Cardio Hip Hop with Kim in Room 206

#### **June 7 – June 28 (4 weeks)**

Monday 5:45pm – 6:30pm Basic Yoga with Maria in Room 206





## ANNOUNCEMENTS

### Schedule Your Vaccination

On March 8, Winthrop employees became eligible to receive the COVID vaccine as the state moved to Phase 1b of the vaccination plan. The City of Rock Hill has coordinated with SC DHEC and Piedmont Medical Center to provide a vaccination site at the Galleria Mall.

While employees are not required to receive a vaccine, you are strongly encouraged to receive one to protect yourself and our campus community. You can [register for a vaccine here](#). About 24 hours after you register, you will receive an email from the CDC with instructions to schedule an appointment through VAMS.

### ADDITIONAL RESOURCES

#### [VAXLocator](#)

DHEC listing of other vaccination sites

#### [City of Rock Hill COVID-19 Updates](#)

Information from the city about the vaccination clinic, vaccine options, and other resources

#### [Phase 1b Guidance](#)

DHEC definitions of vaccination phases

#### [DHEC News Release](#)

Additional information from DHEC about the move to Phase 1b

#### [V-safe](#)

After-vaccination health checker to monitor potential vaccine side effects



## **Questions? Comments? Announcements?**

Have a question that we should address in next month's Staff Conference meeting? Submit it in our [online form](#) or email it to Jayme Charles at [staffassembly@winthrop.edu](mailto:staffassembly@winthrop.edu).



**Next Staff Conference**  
Tuesday, June 15, 2021

