

March 2022 Staff Assembly Minutes

Tuesday, March 1, 2022

2pm | Zoom

Members present: John Kroft, Debbie Garrick, Jayme Charles, Leah Simmonds, Chris Johnson, Tanya Pettus, Debbie Casperson, Katie Price. **Members absent:** Amanda Cavin, Craig Gero, Jessica Martin.

The meeting was called to order at 2:02 p.m.

A motion was made to approve the February Staff Assembly minutes by Katie Price and seconded by Debbie Casperson. The motion was approved. It was noted that the Staff Conference meeting minutes were not yet available and will be included in the next meeting agenda for approval.

Staff Committee Updates were presented as information:

Staff Feedback – no staff questions were submitted this month; Nancy White has resigned from the committee due to additional work responsibilities; Katie Price volunteered to join the committee;

Assembly members were encouraged to submit other names to Leah Simmonds for consideration

Media & Communications – newsletter was posted today; exploring possible “green” or sustainability theme for April

Professional Development – Yoga class & Human Library events taking place in the next few weeks

Community & Campus Involvement – 2 “Bags to Benches” bins are currently on campus in Facilities Lobby & outside Cashiers Office

Staff Recognition – “Attitude of Gratitude” cards have not been ordered. Katie will check with Miranda Knight to learn when ordering might occur.

Elections & Nominations – No staff who were approached to serve accepted. We still need a representative from Student Affairs and two from Athletics.

I. Looking Forward: 2022 Planning

- Speakers for SC meetings

1. Provost & VP of Finance and Business to speak about the budget at March 15th
SC

2. April - Patrice will provide a general IT update and discuss the Laptop Campus Resolution approved by the Board of Trustees and how that will impact campus.
- Claire Mooney-Melvin volunteered to stand-in for Shea and Kelley, but she just rolled off SA in July. To enable this, an amendment to the by-laws would need to occur. Jayme Charles submitted proposed new language (see highlighted section in italicized paragraph below) that will be voted on at the next Staff Assembly meeting.
 - i. *“A maximum of two full consecutive terms may be served. A one-year interval is necessary before being eligible to serve again. In the event that there are no nominees from a specific division, the current representative may continue past the two year term without a one year interval until someone else expresses interest or the next election cycle occurs. In the event that a sitting representative can no longer serve and there are no nominees from the division to fill the vacancy, the one-year interval or the one-year employment requirement may be waived. A representative may serve a maximum of four consecutive years without a one-year interval. (E, ii)*

Other/New Business –

- Discussion of the potential to align the Staff Conference calendar with the Faculty Conference calendar (i.e. Staff Conference meetings would occur in August, October, November, February and April) as a way to perhaps increase in-person attendance (would work better for those with 9 month assignments and may encourage supervisors to allow more employees to attend if less meetings happen per year) and increase the perception of Staff Conference as a parallel organization to Faculty Conference. Staff Assembly could retain a monthly meeting status or adjust if so desired. An initial thought was discussed to meet at the same time as Faculty Conference, however, there several reasons surfaced that revealed that as counterproductive (e.g. staff with academic responsibilities would need to choose; Fridays as preferable time for annual leave, etc.) Discussion will resume next month as this is not something that would be implemented this academic year.
- Additional discussion around “rebooting” Staff Conference now that we are mostly post-pandemic and about to have a new president. A suggestion was made to utilize one of our final meetings of the semester to get feedback from Staff Conference on things they would find helpful in the future. We also

want to get Dr. Serna's input on how Staff Assembly/Staff Conference can help him move his vision for Winthrop forward. No formal action was taken on these discussion items.

- Katie Price provided an update on campus parking improvements per a meeting she had with Interim Chief Yearta. The campus visitor parking process will be adjusted to allow for email visitor permits to be obtained by departments for known visitors with campus visits (e.g. vendors, donors, alumni, etc.). Campus Police will be providing additional education in the future regarding campus parking surrounding events. Visitor citations will include info noting that the visitor will not be fined if the car does not have a pass, but verbiage will instruct the visitor to register the vehicle on the next visit. Finally, Campus Police is working with UCM to improve signage on campus so that visitors are more aware of the vehicle registration/visitor pass requirement.

The meeting was adjourned at 3:04 p.m.

- Next Staff Conference: March 15th
- Next Staff Assembly Meeting: April 5th