

**April 2022 Staff Assembly**  
Tuesday, April 5, 2022  
2pm / Zoom

**I. Call to Order**

In attendance: Debbie Casperson, Amanda Cavin, Jayme Charles, Debbie Garrick, Craig Gero, Chris Johnson, Jessica Martin, Tanya Pettus, Leah Simmonds

Absent: John Kroft

Debbie Garrick called the meeting to order at 2:03pm.

**II. Approval of Minutes**

- A. Katie motioned for March minutes to be approved. Jayme seconded. All in favor.

**III. Staff Committees**

A. Committee Updates

1. *Staff Feedback* – no questions since March. Last ones received will be answered at next conference meeting Lisa can attend.
2. *Media & Communications* – Newsletter went out last week. Asking for photos of spring campus for next installment.
3. *Professional Development* – Yoga session for staff being reoffered.
4. *Community & Campus Involvement* – Preparing for food drive. Bins out 4/15. Earth Day next Wednesday, looking for volunteers for bag and electronic recycling. Litter pick up on 4/22 between 2-4pm. Litter pick up end of March and had 14 participants and 11 bags of trash. Maintenance had also picked up trash for 2 hours that morning. Litter is definitely an issue.
5. *Staff Recognition* – Almost ready to vote on Staff Member of the Year. Still waiting on Attitude of Gratitude Cards to be printed.
6. *Elections & Nominations* – Possible vacancy filings they will follow up on.

**IV. Looking Forward: 2022 Planning**

A. Speakers for SC meetings

1. April - Patrice to talk about the Laptop Campus Resolution and other general IT items. Create a “Try This” sheet for faculty for troubleshooting in the classroom.
2. Lisa Cowart to answer three questions Staff Feedback received. Debbie will determine when she can attend.

**V. Any Other/New Business?**

- A. Amend bylaws to state: *“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)* The intention here is that we have sought new candidates to fill the role and none have been found before someone serves again. Debbie motioned the amendment be accepted. Chris seconded. All in favor.
- B. Chris clarified missing conference minutes and newsletters from website. Amanda and Jayme will send him the needed documents.
- C. Calendar issue – move our conference meeting months to coincide with faculty conference. Continue thinking about the pros and cons of this and let’s discuss at our next meeting.
- D. Debbie wants us to think about repeated topics we could research and make proposals on (parking, telecommuting, pay/budget items) as opposed to hearing questions/complaints on regularly. Chris shared an idea that Clemson is using where they are giving tokens out to employees doing a great job they could trade in for items. We might could do something similar.

## **VI. Adjournment**

- A. Next Staff Conference: April 19th
- B. Next Staff Assembly Meeting: May 3<sup>rd</sup>
- C. Meeting adjourned 2:38pm.