

**Winthrop University**  
**Staff Conference Meeting Minutes**  
**April 17, 2018**  
**Dina's Place**

Staff Assembly Present: Becky Best, Kaye Burks, Nicole Chisari, Maria D'Agostino, Julia Fockler, Amanda Hackney, Wes Love, Kelly McGinnis, Kirk McSwain, Alicia Marstall, Jackie Concodora, Susan Sauvigne, Daphne Sears

Absent: Penny Cotter, Lori Tuttle

Staff in attendance: Approximately 50

Meeting was called to order at 2:00 p.m. by Maria D'Agostino, Chair

March meeting minutes were approved.

Several questions were submitted by staff:

1. Margaret Nance Parking Lot is an issue when it is closed and there is no signage or notice given. Could there be signage? Sometimes the Daily Digest notice is received after the person arrives to work. Ken Scoggins answered this: We could use signage and they will revisit this. The sign that we used to use had the old logo and it was unsightly. Campus Police also has to be careful as to what they put in the road in case a car would hit it. For evening events, the lots are closed when they contain the fewest number of cars. They do not want to call staff to have cars moved.
2. Is it possible to rotate/replace/update some of the art around campus? The President stated that there is a Public Arts Committee. They normally look into new arts but he has asked them to look into the existing art installations on campus.
3. Will the results of the recent employee survey be shared with everyone? Some results have been shared and we will diving deeper into those results. This will include breaking the results down by division. There may be focus groups set up for some items.
4. Is it possible to have a Food Truck Friday on campus? Since we have a contract with Aramark, we would have to work with them on this. We are currently looking into a new contract for a food service provider, so that may be something we discuss with the new company.
5. When will the web page for Business and Finance be updated? How is the former VP for Business now a special advisor to Debra Boyd, since it was never posted? The page has been updated. If a job title changes we do not have to post the position. Some employees are kept to assist with transition of new hires.

President Mahony and Justin Oates, VP for Finance and Business Affairs gave an update on the budget.

Points covered were:

- Student fees have averaged an increase of approximately 2.5 to 3% per year.
- University events have increased revenue as the process was reviewed and updated.
- Expenses for benefits and retirement will continue to rise, as this is a national issue.
- A plan for each quarter of the year is being set up to determine budget amounts for each year.
- Budget information will be shared with all to be transparent
- All budget planning will be linked to the Strategic Plan through 2025.
- All budgets will be looked at for 5 years out, not just upcoming year.

Erin Hamel, Director of McFeat, spoke about the school. It is the longest running lab school. Winthrop Faculty/Staff and members of the community use the school. Priority and a 10% discount is offered to Winthrop personnel. Hours are 7:30 to 3:30, with extended days from 3:30 to 5:30. Winthrop Graduate students staff them so they function on the Winthrop calendar. They will accept special needs students for ½-day sessions. If you have any questions, you can visit their website or call x2219.

Jackie Concodora, Director, Health & Counseling Services, presented TAO Self-Help Self-Enroll for Employees. This program is therapy assisted online. The program was set up to assist our on-line students and F/S can participate. This program is all confidential and there is no cost. Anyone with a Winthrop email can use this site. When you sign up it will ask for a password that you will set up. There are seven modules including: Calming your Way, Let go be well, Interpersonal relations & communications, Leave Your Blues Behind, Improving Your Mood, Pain Management and Evaluate your Alcohol/Drug Use. The modules are set up to help you handle day-to-day life. You can use these modules seven days a week/24 hours a day.

Pam Varraso from Campus and Community Involvement Committee had an informative session. She presented the Mission Statement for her committee and invited staff to join their group. They meet the second Wednesday of each month in Room 257 in the Digs. They hold many events during the year, such as, Food Truck Fridays, Cancer Awareness, Halloween Costume bragging rights, two food drives per year, and cookie exchange at Christmas, Come See Me event each April and a community garden.

Standing Committee Reports:

**Elections & Nominations** – Becky emailed all staff on Monday regarding the upcoming elections. Now is the time to nominate staff for our seven open positions. Nominations close on Friday. You can nominate anyone but can only vote for persons in your division.

**Media & Communications** –Kara reported that the next Staff Stuff would be out May 9, to allow for graduation recognition. If you are retiring, please let us know so we can get your name added to our list for the next Staff Stuff. If you do not get a copy of the Staff Stuff, please contact Kara to get your name added to the distribution list.

**Professional Development** – Nicole reported that the next Professional Development workshop will be held June 27 & 28 (8:30 to noon). Sign-ups will begin soon.

**Campus & Community Involvement** – Pam reminded us that Come See Me event is this Saturday, April 21 3-9 pm.

**Staff Feedback** – Rachel Glover reported that they are getting the website up and running. Feel free to email her with any ideas and/or questions at glover@winthrop.edu.

**Recognition Committee** – Miranda reported that there were no nominations this month. The gratitude postcards are being sent out in interoffice mail. She will bring them to our next meeting so we can fill more out.

Tina Vires then announced the “Staff Superhero of the Month”. The winner was Janell Stevens from Trio. Please send those nominations to Tina.

Maria introduced two new hires this month.

Next Staff Conference will be at Dina’s Place on Tuesday, April 17, 2018.

Meeting adjourned at 3:12 p.m.