



STAFF CONFERENCE

Tuesday, August 27, 2019

Dina's Place, DiGiorgio Campus Center



The mission of the Staff Assembly is to provide a forum for communication that enhances the work environment and values the ideas of all staff. We are committed to representing the interests and concerns of staff to the president, administration, and other members of the university. We are dedicated to promoting staff involvement on campus and in the community; providing opportunities that enrich staff experiences; and encouraging a positive campus climate of support and respect among peers.



TODAY'S AGENDA

- 1. CALL TO ORDER**
- 2. ACKNOWLEDGE APPROVAL OF MINUTES**
- 3. INTRODUCE THE NEW STAFF ASSEMBLY MEMBERS**
- 4. LEADERSHIP Q & A SESSION**
- 5. ADMISSIONS – WHERE ARE WE NOW?**
- 6. MEET ADRIENNE McCORMICK, PROVOST**
- 7. COMMITTEE UPDATES**
- 8. NEW STAFF HIRES**
- 9. ANNOUNCEMENTS AND UPCOMING INFORMATION**
- 10. QUESTIONS/COMMENTS**
- 11. ADJOURNMENT**

STAFF CONFERENCE WILL NEXT MEET SEPT 17.



NEW STAFF ASSEMBLY REPRESENTATIVES 2019-2020

- Tanya Pettus – Human Resources
- Chris Johnson – Finance & Business, Facilities
- Katie Gawronski – Access & Enrollment Management
- Claire Mooney-Melvin – Athletics
- Megan Baggarly – Student Affairs

NEW STAFF ASSEMBLY OFFICERS

- April Hershey - Vice Chair
- Kara Cauthen - Secretary



As lovely as our bookstore is, there is not lot of options for those who require larger sizes. I was curious if there may be an embroidery business that may have the approved designs on file?



With such a well-known and excellent College of Education, and a serious, almost scary, situation of teachers being needed desperately in SC, what specifically are we doing to attract teaching candidates from local high schools (and other South Carolina high schools) to Winthrop so that they can get great education, local internships in Rock Hill Schools, and be instantly employed in Rock Hill Schools? (with Rock Hill now being an All-American City). As a staff member and alumni, I do not see any emphasis being put forth to attract education students to WU for the benefit of educating students in SC.



Why are faculty/staff parking spaces being taken away around Kinard when we already are low on parking? Large vehicles take up the parallel parking in front of Kinard which leave little room for others. We need the spaces. Why couldn't the bus pickup be 10 feet further to one side, so as not to lose those spaces?



Why doesn't the coliseum host concerts over the summer? It seems like it would be a perfect concert venue, especially as there are few facilities like it in Rock Hill. Hosting concerts (that do not interfere with any athletics events, of course) could provide summer revenue for the university and spark interest in Winthrop in those who might attend the concerts.



What is being done with the Farm House ? It seems to be in bad shape and it would be a waste of money to repair it and Winthrop and state funds are needed for more important repairs. Do we still need (or do we still have) a Farm superintendent position, now that the farm crew reports from Facilities Operations on Campus?



Staff Assembly should address some of the contradictory policies on campus. For instance, I was told the summer hours were mandatory in my division but I learned from other colleagues that people were able to modify and customize the hours (like skipping lunch breaks to have Friday off).

Another discrepancy is “working from home.” Some people are allowed to do it freely while others are met with a hard no if they request to work from home.

Furthermore, I was told that there was no summertime dress code and that you continue to dress accordingly, yet this summer I saw people in jeans and shorts during the week (outside of Friday). All the contradictions are unfair. If there are rules and policies in place, everyone must abide by them!



Recently, the state provided a 2% increase for state employees, However, for the majority of the staff (who actually do the work that keeps the institution running on a daily basis) received an increase in paychecks of on the average \$10-\$20. That amount will not even buy a tank of gas for most cars. This is more of an insult than a solution to the need to pay the employees decent wages. Winthrop has, in the past, used these state increases as "raises" for the staff. When will Winthrop start to increase the pay for those of us that deserve an increase?

As an add-on to the question, if the government increases the minimum wage to \$15, will all other hourly wages be the equivalent amount. The increase for someone making minimum wage will be \$7.75 - will all salaries be increased to reflect this change in the value of their work?

Provost's Report

Staff Conference

August 27, 2019



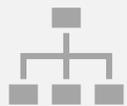
Have been an adventure!



Partnering on Fiscal Year
2020 Budget Development



Closely monitoring
enrollments



Working on restructuring
in the Provost's Office

**Provost:
first 45
days**



Academic Affairs Leadership Retreat August 9, 2019



**Discussion of
Wildly
Important
Goals (WIGs)
and execution
using 4DX**

The 4 Disciplines of Execution:

Helping us achieve our Winthrop Plan Goals

<https://www.franklincovey.com/Solutions/Execution/4-disciplines.html>

- **Focus on the Wildly Important Goal**— Choosing to focus on one-to-two good ideas in a sea of good ideas. Nationally, only 15% of employees know their organization's goals. Do you?
- **Act on Lead Measures**—Focus attention on activities that predict success and that we can influence with our various toolkits.
- **Keep a Compelling Scoreboard**— People play differently when they are keeping score.
- **Create a Cadence of Accountability**— Hold frequent, short meetings to share progress and hold each other accountable for steps taken that directly influence achieving the goal.

WIG Finalists / Prevailing themes:

- Increase retention
- Increase credentials awarded
- Increase student satisfaction
- Increase alternative revenues
- Increase experiential learning
- Increase graduation rates





Our WIG:

Increase Fall-to-Fall retention for all degree-seeking students from _____ to _____ by Fall 2020.

2019-2020 Action items include:



Completion of Tenure and Promotion Task Force:

Pre-Tenure Review

Student Course and Peer Evaluation Structures

Clarify and streamline policy and guidance documents



Implement Post-Tenure Faculty Development Plan in Spring 2020



Implement Ombuds position

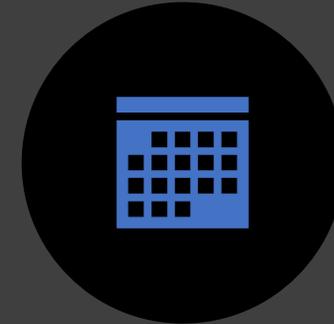
More 2019-2020 Action Items:



SCALE UP THE CENTER FOR PROFESSIONAL EXCELLENCE AND OFFER INCREASED FACULTY AND STAFF DEVELOPMENT OPPORTUNITIES



SUPPORT PRE-COLLEGE PROGRAM DEVELOPMENT THAT CAN INCREASE REVENUES AND ENROLLMENTS



IMPROVE EFFICIENCY IN HOW AND WHEN THE COURSE SCHEDULE IS BUILT, USING THE FULL WEEK MORE EFFECTIVELY AND AVOIDING OVERLAPPING TIMES

And more 2019-2020 Action Items:



ACADEMIC MASTER PLANNING PROCESS,
BUILDING ON 2016 ACADEMIC PROGRAM MIX
REPORT AND IDENTIFYING NEXT STEPS IN
PROGRAM REFRESH AND DEVELOPMENT



LAUNCH SACSCOC DECENNIAL REVIEW
PLANNING AND QEP DECISION PROCESS



REVIEW OF ALL ACADEMIC AFFAIRS POLICIES
AND PROCEDURES

Engagement Summary

Estimated Timing: October 2018 – January 2020

 Discovery and Interviews	 Total Pay Philosophy	 Market Assessment	 Job Classification, Salary Structure and Program Development	 Implementation and Communication Plan Development*
October – January	January – June	May – September	August – November	September – January
<ul style="list-style-type: none">• Conduct stakeholder discussions• Review data and materials	<ul style="list-style-type: none">• Develop draft total pay philosophy• Develop peer group(s) and comparison market(s)• Review and approve total pay philosophy, including peer groups/ comparison markets	<ul style="list-style-type: none">• Conduct initial salary market pricing• Review and finalize matches with HR• Conduct variance analysis	<ul style="list-style-type: none">• Develop salary structure/ranges• Assign jobs to structure/ranges• Validate with leaders• Identify incumbent and cost implications• Finalize structure/ ranges• Revise pay administration guidelines• Prepare and share report of findings	<ul style="list-style-type: none">• Develop implementation & communications plan• Develop total compensation statements• Create additional program rollout materials• Roll out program to participants (e.g., town halls, FAQs, individual letters, etc.)

* Implementation plan covers a multi-year period.

High-Level Project Plan

Work Step	2018			2019												2020
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan
Phases 1 – 3: Pay Philosophy and Comparison Markets																
1. Discovery	█															
2. Stakeholder Interviews				█												
3. Pay Philosophy Development				█												
Phases 4 – 6: Market Assessment, Classification, and Salary Structure																
4. Market Assessment								█								
5. Job Classification											█					
6. Salary Structure Development											█					
Phases 7 – 10: Pay Guidelines, Implementation, and Communication Plan/Elements/Activities																
7. Pay Administration Guidelines												█				
8. Report of Findings and Recommendations												█				
9. Implementation Plan and Communications												█				
10. Individualized Total Compensation Statements												█				

Farewells

- **Best wishes to Maria Linn**— moved to the Rock Hill School District.
 - Please contact Karen Jones with AAAS questions.
- **International Education:**
 - Study Abroad coordinator Chelsi Colleton moved to Michigan.
 - Lindsay Hill and Virginia Tawse moved to Clemson.
 - Please contact Leigh Poole and Gloria Jones with questions.

Familiar Faces, New Roles:

- **SACSCOC Liaison for 2019-2020:**
 - **Noreen Gaubatz:** coordinate efforts in preparation for the 2022 Decennial
- **Faculty Diversity and Inclusion Liaison:**
 - **Adolphus Belk:** support faculty recruitment and retention, develop affinity groups, and advance the work of the Diversity Council



A year of transitions

- **Vice Provost for Academic Affairs:** Dr. Meg Webber (Eliminating Vice Provost for Faculty Affairs position and redefining the Vice Provost for Academic Quality and Innovation)
- **Vice Provost for Student Success and Dean, University College:** launching search (formerly Dean of University College)
- **Vice Provost for Institutional Research and Effectiveness:** launching search (formerly Vice Provost for Administration)

Thanks for your trust, your collaborative spirit, and for all you do to make Winthrop University such a strong learning environment!

Have a great semester!

Go Eagles!





ADMISSIONS UPDATE

DR. AMANDA JAMES,

**ASSISTANT TO THE VP OF ACCESS AND
ENROLLMENT**



Office of Admissions



Connect with us!
[@WinthropAdmissions](https://www.instagram.com/WinthropAdmissions)

Fall 2019 Recruitment



1076 Freshmen

299 Transfer



Financial Aid Optimization



Over the last two years, we have cut \$1.2 million in University Aid

Comparative Summary

Year	2017 Census	2018 Census	2017 Year-to-Date	2018 Year-to-Date	2019
# of Admits	3,354	3,487	3,353	3,486	4,186
Yield	31.4%	28.4%	28.8%	13.3%	25.1%
# of Net Deposits	1,052	991	966	462	1,049
Average Institutional Gift Aid	\$4,122	\$3,440	\$3,776	\$3,235	\$3,300
Total Institutional Gift Aid	\$4,335,957	\$3,409,206	\$3,647,218	\$1,494,526	\$3,461,337
Average Net Tuition Revenue	\$12,078	\$13,842	\$12,367	\$14,081	\$14,171
Total Net Tuition Revenue	\$12,706,143	\$13,717,870	\$11,946,311	\$6,505,630	\$14,865,425
Discount Rate	25.4%	19.9%	23.4%	18.7%	18.9%

Fall 2020 Recruitment



Goals

Freshmen: 1100

Transfer:
325



Fall 2020 Recruitment Kick-off with
Dr Mahony

Admissions Events



Visit
our campus

OPEN HOUSE
Saturday, September 21
Saturday, October 26

1ST LOOK FRIDAY
Friday, November 8

SATURDAY VISITS
Saturday, September 14
Saturday, October 19
Saturday, November 16
Saturday, December 7

WEEKDAY TOURS
Daily at 9:30 a.m. and 2 p.m.

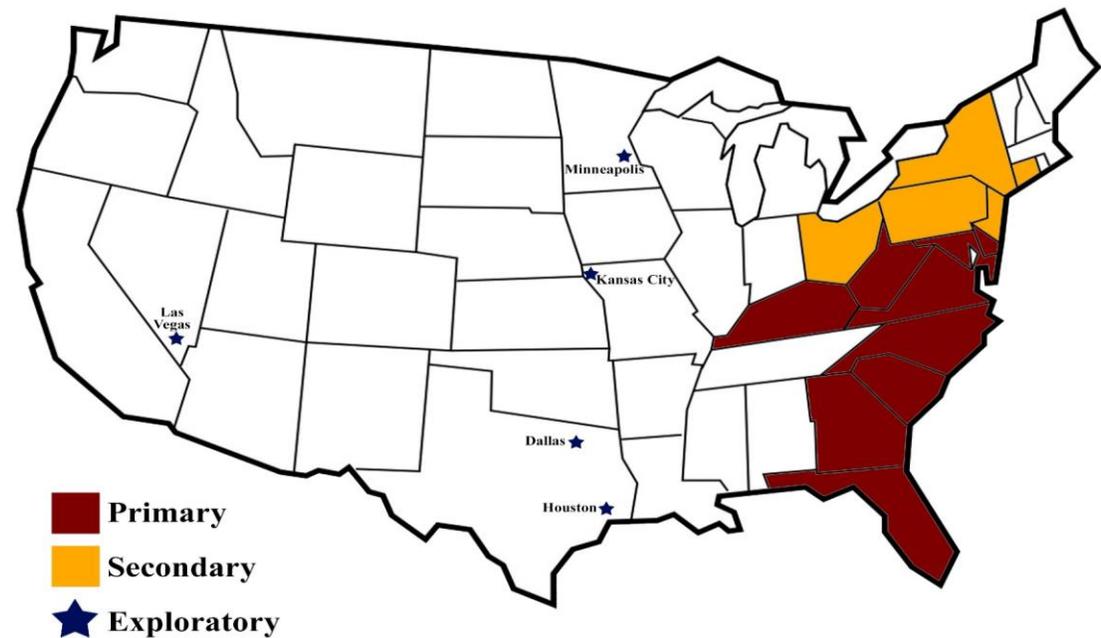
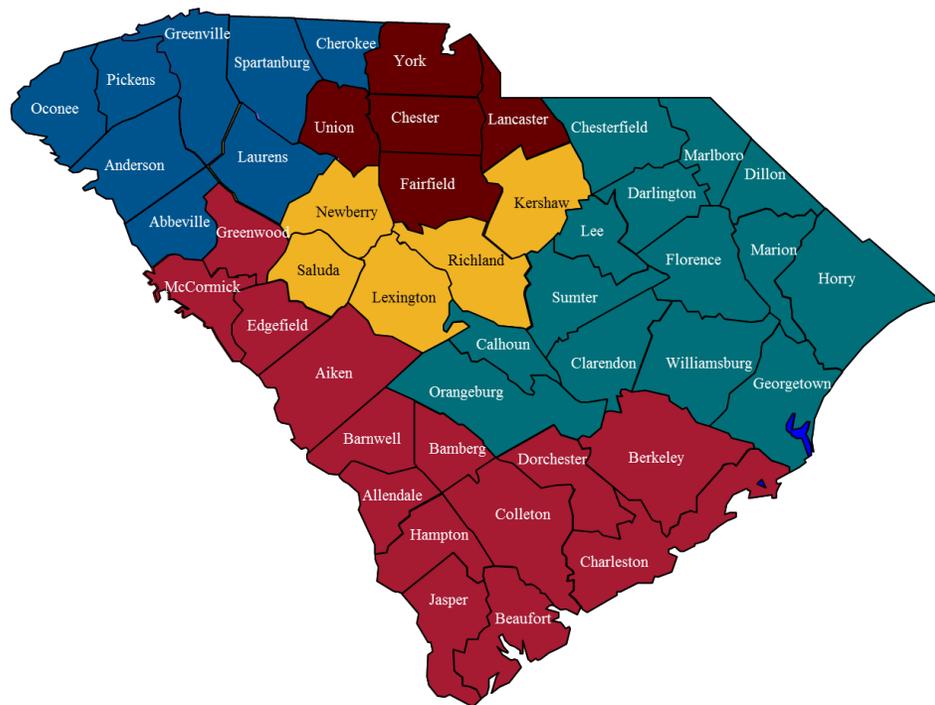
www.winthrop.edu/admissions/visit

- Monthly Saturday Visits
- 2 Fall Open Houses
- College/Program specific Tours
- Larger Ambassador Team

Recruitment Travel



In State



Out of State

➤ College Fairs

➤ Private Visits

➤ Applications Days



How do you Sell Winthrop?



WHY WINTHROP



ACADEMICS

Winthrop's 14:1 student - teacher ratio allows for students to engage with experts in their field and gain hands-on experience both in and out of the classroom.



COMMUNITY

There is something for everyone here at Winthrop. We provide an unparalleled experience for all students, with community opportunities through the 170+ campus organizations.



LOCATION

Winthrop's close proximity to one of the largest U.S. banking cities, an international airport and the charm of a growing and thriving southern town makes the location hard to beat.



OPPORTUNITIES

Students are given the opportunity to take part in undergraduate research, internships, work study and various other programs to gain real-life experiences on campus and in the local community.



VALUE

The value of a Winthrop degree far exceeds the competition because of the academic rigor, profitable experiences and extensive connections on campus and in the local community.

Let's talk about Experience



- Why did YOU choose to work at Winthrop?
- For our alum, why did YOU choose to attend Winthrop?
Why did you decide to work here?
- Why do our students choose Winthrop? Why do they stay?
- What makes Winthrop unique?



How can you get involved?



- EVERYONE you meet and talk to about Winthrop could be, or have a connection to, a potential student.
- Come to our events – on and off campus
- Connect us with people in the community – we are always interested in hearing how we can be more visible
- Stay updated on what we are doing in the Admissions Monthly Newsletter

*Say "Hello" to
our campus visitors*



I want to hear from you



“Recruitment is Everyone’s Job”

- Do you have ideas about an event? Outreach opportunities?
- Is another school doing something you think is great?
- Do you want to share your experience with us?

Let me know!!

Jamesa@Winthrop.edu | Ext 4759 | Joynes 126





Thank you!



STAFF COMMITTEE REPORTS





STAFF COMMITTEE ON CAMPUS & COMMUNITY INVOLVEMENT

- Food Truck Friday is September 20th.
Volunteers Needed!

Contact: Carol Adams, adamsb@winthrop.edu
to volunteer for the committee, or for questions.



STAFF COMMITTEE ON MEDIA & COMMUNICATIONS

- The next Staff Stuff will hit inboxes in early September.
- Have you joined the Facebook group?
- Continue sending your milestones, news, etc., to cauthenk@winthrop.edu. You can also ask her for subscription instructions.





STAFF COMMITTEE ON PROFESSIONAL DEVELOPMENT

Slides for some of the Professional Development Conference Sessions are now available on the Digital Commons!

<https://digitalcommons.winthrop.edu/>

- Click on Conferences and Events
- Click on Staff Professional Development Conference

Chair: Marcia Willis, willism@winthrop.edu





BREAKING THE BARRIERS: ARE YOU A QUEEN BEE OR A BUTTERFLY?

WHEN: Sept. 26, 10:30 a.m.-12:15 p.m.

WHAT: Light reception and program

WHO: Dr. Matteell Jones, Vice President of
Student Affairs, Greenville Technical College

Co-sponsored by Staff Conference's Professional
Development Committee & S.C. Women in Higher
Education





**STAFF COMMITTEE ON
RECOGNITION**

Staff Member of the Month

Deadline for September is

August 30, 2019 @5pm

Thanks

Reserved Parking Spot
On Campus

1 Month Free at the
West Center

1 Free Meal at Thomson
Café

Spotlight in
Staff Stuff Newsletter

Thomson Café



STAFF
stuff



West Center





New Staff Hires

Introductions by Brittany Neely



Coming in September

Active Shooter
Training for
Staff
immediately
after
September
Staff
Conference!

**CAMPUS
SAFETY
WEEK**

September 16-20, 2019



NOVEMBER 11-16, 2019

ALESSIA CARA

**FRIDAY, OCTOBER 4 AT 8 P.M.
WINTHROP COLISEUM
ROCK HILL, SOUTH CAROLINA**

Grammy Award Winner



Student
Discount Code:

EAGLE20

20% off Tier 2
10% off Tier 3

Tickets: winthropeagles.com/tickets or ticketreturn.com





Questions?
Comments?
Announcements?



Next Staff Conference

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Center