

Winthrop University Archives
Preliminary Descriptive Inventory

Unit: Office of the President
Sub-Group: Edward A. Serna Administration
Series: Correspondence and Memoranda

Record Group no: W403
Sub-group no: 12L
Series no: 1

Description of series and contents:

This series consists of memoranda and correspondence produced by the Office of the President during the Edward A. Serna Administration as Winthrop President. The contents mainly consist of e-mails regarding: budget updates, information regarding budget cuts, ways the university plans to absorb the budget cuts, faculty awards, holiday events & parties, opening of new buildings, parking & safety, annual reports, and scholarships.

<u>Box(es)</u>	<u>Folder(s)</u>	<u>Contents</u>	<u>Year(s)</u>
1	1	Correspondence and Memoranda <ul style="list-style-type: none">• Topics:<ul style="list-style-type: none">-Presidential Search	2021-2022
1	2	Correspondence and Memoranda <ul style="list-style-type: none">• Topics:<ul style="list-style-type: none">-Message from President Serna-Summer Interactive Winthrop Magazine-July Update-Welcome Back event-August Update-Board of Trustees Meeting Recap-Winthrop named One of Best Colleges by US News-September Update-Gray Associates hired for Academic Master Plan-Budget Overview-Classification and Pay Study Update-United Way Campaign-October Update-Approvals by Board of Trustees-Finalists for VP for University Advancement-November Update-Faculty and Staff Holiday Drop In-Fall Interactive Winthrop Magazine-Kevin Hughes named VP for University Advancement-December Update	2022
1	3	Correspondence and Memoranda <ul style="list-style-type: none">• Topics:<ul style="list-style-type: none">-Monthly updates-Gray Associates and Strategic Planning-Resignation of Kimberly Faust (Chief of Staff, Secretary to the Board of Trustees, Vice President for University Communications)-Provost Search-Winthrop Strategic Plan-Faculty, Staff, Retirees Awards Ceremony-Bleed Garnet, Give Gold fundraising drive-Board of Trustees meeting recap	2023

Winthrop University Archives
Preliminary Descriptive Inventory

Unit: Office of the President
Sub-Group: Edward A. Serna Administration
Series: Correspondence and Memoranda

Record Group no: W403
Sub-group no: 12L
Series no: 1

<u>Box(es)</u>	<u>Folder(s)</u>	<u>Contents</u>	<u>Year(s)</u>
1	3	Correspondence and Memoranda Cont'd. <ul style="list-style-type: none">• Topics:<ul style="list-style-type: none">-Fourth Annual Day of Understanding Event-Summer Casual Dress option-Summer Interactive Magazine-Facilities Update-Welcome Back Event-Budget Approval-Strategic Plan Town Hall-Campus news-Town Halls and survey-Employee satisfaction survey-United Way campaign-Tuition transparency initiative-Fountain Restoration-Provost Recordings and survey-Sebastien van Delden named new Provost-Faculty/Staff Holiday Drop-in	2023
1	4	Correspondence and Memoranda <ul style="list-style-type: none">• Topics:<ul style="list-style-type: none">-Monthly updates-Employee Satisfaction Survey results-Winter Interactive Winthrop Magazine-National Survey of Student Engagement (NSSE)-Economic impact on York County-Grant opportunities – GRANTED-Garnet and Gold Thursday for Winthrop Day-Board of Trustees meeting recaps-Town Hall-Middle James Faculty/Staff social-Faculty/Staff/Retirees Ceremony-Day of Understanding-Summer Interactive Winthrop magazine-Resignation of VP/CFO Justin Oates-Inclement weather update-Welcome Back event-Rutledge HVAC-9/11 Remembrance Events-Strategic Plan Presentation-U.S. News & World Report ranking-Hurricane Helene recovery efforts-Classification and Pay Study Update-United Way Campaign-Fall Interactive Winthrop Magazine	2024