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| **Call to order by:** Cissy Glowth **Time-** 9:33am |
| **Attending members:** Betty Calton, Bridgett Burk, Christine Rivera, Cissy Glowth,  |
| Joanne McCully, Marguerite Lachaud, Maribel Amaro-Garcia, Mary Kaye Pascua, |
| Patricia Hall, Paula McClure, Rhodney Browdy, Tara Herget, Tara Priest |
|  |
| **Absent Members:** Jamie LaMoreaux, Jeffery Golub, Julie Voyles, Justin Strobel, |
| Karen Sgambati, Kay West, Kristell Padell, Liz Lozado Rivera, Synithia Dowdell |
|  |
| **HR Representative:** None in attendance |
|  |
| **Guests:** None in attendance |
|  |
| **1. Welcome/ Updates:** Cissy welcomed the group. |
| **2. Approval of Minutes:** October minutes sent out electronically for review. |
|  **Motion to accept minutes:** Joanne McCully |
|  **Second to accept minutes:** Paula McClure |
|  **Passed unanimously?** Yes |
|  |
| **3. Roll Call Attendance:** Sign-in sheet in lieu of roll call. |
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| **4. Treasury Report:** We have added $0.69 in interest. The end balance on 10/31/18 |
| Is $5,950.00. United Way needs more donations. It has not been advertised this year. |
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| **5. Human Resources Updates:** No one in attendance. |
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| **6. Committee Updates:** |
| * **Marketing:** Justin was in a different meeting this morning and unable to attend to provide
 |
| An update. |
|  |
| * **Special Events/ Fundraising:** Good turnout at the Benefits Fair. All bags, etc. were
 |
| Gone within the first hour. |
| * Working on Toys for Tots. If you need a box, email Joanne.
 |
| * Will discuss the Staff Assembly soon
 |
| * Letter to Christine about fundraising. As long as no free candy from vendors
 |
| It should be okay. Contact Kevin to check and make sure it is not a problem with  |
| UCF regulations. Cissy spoke with Kevin about putting candy in the vending  |
| Machine. The money goes to the President’s Office so it may be problematic in  |
| Getting the money from those sales. |
| * Chocolate bars and Butter Braids are ideas so far.
 |
| * Possibly Rada Cutlery as an option? (Cissy’s suggestion) Collect money in
 |
|  Advance and should be a good amount of money towards the group. |
|  Betty to check on and report at the next meeting. |
|  |
| * **Scholarship/ Charter:** Jamie not in attendance to provide an update.
 |
|  |
| * **Research/ Historian:** Email out to Chris about the Honor Garden, on 10/22/18. Still
 |
| No response. We need square footage so we know how much mulch to buy. |
| * Will it fit in their budget?
 |
| * If we provide the mulch, plants, etc. can they provide the labor?
 |
| * Just spruce it up or redo it completely?
 |
| * Plants from arboretum?
 |
| * Physical team has plants sitting
 |
| * Can do a work order for anything and they can do it.
 |
|  |
| * **Good Will:** Kay not in attendance to provide update.
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|  |
| * **Charter Committee:** Jamie not in attendance to provide update. Cissy got an
 |
|  Email from Sheila Daniels from HR; they are ready to start the Charter. |
|  |
| * **Elections:** Nothing to update.
 |
|  |
| * **Presidential:** We need everyone to complete the survey sent out about the
 |
|  Professional Development project. |
| * Wellness project is being worked on and thought about
 |
| * Professional Development Workshop (USPS, A&P, FT OPS non-student)
 |
| * Speakers 2 times per semester?
 |
| * Webinars?
 |
| * Sessions done ourselves?
 |
| * Half day? Use UCF classroom buildings and other facilities?
 |
| * Survey went out. A person from HR, ODI, and OSI will each do one.
 |
| * Partner with LEP?
 |
| * Maybe once a semester?
 |
| * Start small for the first event?
 |
| * Dr. Hoffman about Motivation?
 |
| * Email Cissy with any other ideas.
 |
| * Start with survey to staff- look for what may be wanted
 |
| * Wellness Program: Start with a walk program for all staff?
 |
| * HR is doing a diet program
 |
| * Yoga class or something?
 |
|  |
| * **December is an informal meeting. Breakfast at the Hilton Garden Inn on Dec. 20th.**
 |
| * All you can eat. Chef makes your food for you.
 |
| * Gift exchange? Let Joanne know
 |
| * Joanne to get costs and let everyone know.
 |
|  |
| * **HR Liaison Meeting:**
 |
| * Compensation & Classification Project- everyone will get letters sent out
 |
|  With new pay grade, title, and where on scale  |
| * Will be in our scale, etc. when we come back from break.
 |
| * Letters to us over the break
 |
| * Will have cap on USPS positions.
 |
| * USPS/ A&P will be on same scale.
 |
| * If at the top of scale, we will only get lump sum payout as a bonus (33%
 |
| Tax liability). Could be half lump sum, half in salary increase. |
| * Go on HR website to see who decides for our area, where will be on scale.
 |
| * No handouts, supposed to send out ppt copy. If Cissy gets, she’ll share
 |
| * No one losing out any money.
 |
| * Will be room for progression.
 |
| * Lump sum goes as bonus, not salaried. So does not count towards
 |
|  Retirement calculation. |
| * Stressing they want people with more education but stated that just
 |
|  Because you get more education and a new degree does NOT |
|  Equate to more money. |
| * **Paula- Lunch w/ Dr. Whittaker: Will degrees be required to move up in**
 |
|  **Position level?** |
|  |
| **8. Adjournment:** Time- 10:25 am |
| **Motion by:** Joanne McCully |
| **Second by:** Tara Herget |
| **Motion carried?** Yes |