|  | | |  |
| --- | --- | --- | --- |
| **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. | | | |
|  | | | |
| **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. | | | |
|  | | | |
|  | | | |
|  | | | |
|  | | | |
| **5. Human Resources Updates:** No one in attendance. | | | |
|  | | | |
|  | | | |
|  | | | |
|  | | | |
|  | | | |
|  | | | |
|  | | | |
| **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. | | | |
|  | | | |
| * **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 | | | |