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| **Call to order by:** Cissy Glowth **Time-** 9:35am | |
| **Attending members:** Betty Calton, Christine Rivera, Cissy Glowth, | |
| Jamie LaMoreaux, Jeff Golub, Joanne McCully, Justin Strobel, Karen Sgambati, Kay | |
| West, Kristell Padel, Liz Lozada Rivera, Maribel Amaro Garcia, Patricia Hall, | |
| Patricia Hall, Rhodney Browdy, Synithia Dowdell | |
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| **Absent Members:** Jamie LaMoreaux, Jeffery Golub, Julie Voyles, Marguerite | |
| Lachaud, Paula McClure | |
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| **HR Representative:** Michelle Brooks and Elizabeth Herrera | |
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| **Guests:** Sean Armstrong from Continuing Education | |
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| **1. Welcome/ Updates:** Cissy welcomed the group. | |
| **2. Approval of Minutes:** February minutes sent out electronically for review. | |
| Motion was made to accept the January minutes. | |
| **Motion to accept minutes:** Betty Calton | |
| **Second to accept minutes:** Karen Sgambati | |
| **Passed unanimously?** Yes | |
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| **3. Roll Call Attendance:** Sign-in sheet in lieu of roll call. | |
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| **4. Treasury Report:** | |
| Beginning Balance 2/1/2019 $5,932.05 | |
| Interest Earned .63 | |
| Table Deposit 125.00 | |
| Square Fee -4.53 | |
| Ending Balance 2/28/2019 $6,053.15 | |
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| **5. Human Resources Updates:** Michelle Brooks | |
| 1. Comp & Class Project | |
| 1. Email went out 3/8 about importance of bringing those below pay range | |
| up to the minimum quickly. AT THIS TIME THERE IS NO CONFIRMED DATE FOR | |
| THIS TO HAPPEN. | |
| 1. How to appeal the individual results of the classification and comp project | |
| is listed under HR FAQs. (Reassesssments) | |
| 1. HR Leadership meeting on Friday, 3/22. Michelle will share council would | |
| like to ask questions regarding the project. She asked that we try to come | |
| up with top 10 questions regarding Comp & Class project and submit to | |
| CHRO for consideration for the upcoming UCF Staff Assembly. | |
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| 1. Financial Wellness Series is currently being held through April 30th. Schedules | |
| and descriptions of workshops as well as other series details can be found | |
| Here <https://hr.ucf.edu/financial-wellness-series>. | |
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| 1. HR Annual Notice has been posted online in Web Courses. Employees will | |
| receive an email each week until they acknowledge receipt/reading. All | |
| employees must complete this including OPS. | |
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| **6. Committee Updates:** | |
| * **Marketing:** Bulletin Board in Millican Hall being replaced with digital sign. We will be able | |
| to update the board. UCF Marketing will be helping with this at NO Cost to the Staff Council. | |
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| * **Special Events/ Fundraising:** | |
| * Have 10 tables reserved by vendors. | |
| * Save the Date cards ordered and going out next week. | |
| * Bags ordered. | |
| * Need to purchase parking passes for vendors and confirm where parking | |
| will be. | |
| * Parking Services will create an award letter to give to the winner of the | |
| Parking Pass drawing. | |
| * Space set up will be like last year. Will not be selling tickets once | |
| drawing begins. | |
| * Vote for Budget Request | |
| 1. **Motion to allocate $450.00 for Sound System/Production Equip/Technician** | |
| **All in favor: 13 (quorum met)** | |
| **All opposed: 0** | |
| **Motion Outcome?** Passed | |
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| * **Scholarship:** No Update | |
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| * **Research:** Landscaping has added the Honor Garden into their budget for this | |
| Fiscal year. They are also asking if we would like to volunteer our time | |
| to help with the cleanup. Please let Paula McClure know. | |
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| * **Good Will:** New Birthday Cards ordered and sent out to those with birthdays in | |
| March. Good Will committee is in need of donations of Get Well and | |
| Sympathy cards. | |
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| * **Charter Committee:** No Update | |
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| * **Elections:** Nominations due by March 15th. Election will be held at June meeting. | |
| All positions for officers are open at this time. If you want to run for office send | |
| Nomination to Betty. | |
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| * **Presidential:** No Update | |
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| * Next meeting will be the Staff Assembly | |
| **8. Adjournment:** Time- 10:50 am | |
| **Motion by:** Joann McCully | |
| **Second by:** Christina Rivera | |
| **Motion carried?** Yes | |