

Staff Advisory Council Meeting Minutes

September 21, 2022

Attending Members: Jean Bagga, Steven Blackburn, Eric Brewington, Ron Carey, Jordan Castillo, Damien Chaffin, Page Curry, Marta De Corral, Anita Gabbard, Jeff Golub, Darryl Gordon, Iolanda Guseman, Patricia Hall, Ashley Hilyer, Gwen Hubbs, Phyllis Kornegay, Melinda Kramer, Jamie LaMoreaux, Kate Mascheri, Erika Menna, Carey Ann Morales, Tracey Morrison, Joe Mulay, Samantha Mundell, Angela Nichols, Kristell Padel, Emilia Paris, Toni Rooney, Stacey Royalty-Rose, Shela Siegrist, Aaron Smart, James Smith, Jr., Mary Smith, Justin Strobel, Susan Vernon-Devlin

Excused Absentee Members: Jose Acre, Jerry Archambault, Brendan Galante, Cissy Glowth, Maria Lopes, Karen Maynard, Dan Ryley, Janice Sante, Brian Villar, Doshie Walker, Kathleen Wilson,

Note: *Staff Council meets every third Wednesday of the month. Committees meet separately and may pick their own meeting schedule day and times amongst their committee. Anyone is welcome to attend Staff Council meetings, however, only Staff Council members have voting rights. In the event that you are not able to attend a meeting please notify a committee officer immediately. The charter states if you miss four meetings (excused or unexcused) you will be subject to dismissal, at the discretion of the President and Secretary.*

Meeting called to order: 9:31 a.m.

1. President's Welcome – Kristell Padel (Vice -President)
2. Approval of minutes:
 - Motion to accept minutes: Page Curry
 - Second to accept minutes: Jamie LaMoreaux
 - Motion passed
3. Attendance
4. Treasury Report – Jean Bagga
 - No Updated Report – Addition Financial maintenance
 - Made \$500 on tabling and \$165 on raffle tickets from Assembly
 - Working with new Square and access to the account
5. Human Resources – Not available due to training today
6. Guest – Germaine Graham
 - Homecoming participation encouraged

--Homecoming Events will include

- 10/25 - Team Tuesday
- 10/26 - Jersey Day Wednesday
- 10/27 -Tacky Tourist Thursday
- 10/28 Black and Gold Friday (post pictures on Facebook page)
- Office Door Competition – winner gets Pizza Party and 10 ducks – **Jim: will give HC schedule to UCF Connect Sites for participation.**
- Theme: Y2K or UCF Spirit
- Qualtrics Form coming – Student Committee Judging (will travel off-site to judge)
- Qualtrics by 10/14 – Judging timeline: TBA (Graham)
- Discount Tickets: HC2022 – Discount Code for events – Through Addition Financial
- Staff Discount for Football Tickets (from HR Website): Season tickets vs. Individual Game tickets
- Darryl Gordon: posted the HC Schedule in the chat
- Staff and Faculty Splash Free Zones and Watch Parties in Millican Hall for Spirit Splash
- Working on T-Shirts and Ducks for Homecoming
- Desserts on Memory Mall – during Fireworks – staff/faculty/family – Fri 10/28: 7:00 – 8:30 with fireworks 9:00 or 9:30 TBD
- Patricia Hall: send a duck and T-Shirt to each campus as a giveaway
- No HC Parade this year (per Germaine)
- **SAC Fundraiser Idea:** create a SAC Duck (Carey Ann Morales) – COB does one annually – baseball duck this year – Dr. Graham taking back to committee

Holiday schedule finalized: Wed 12/21 to Mon 1/2 (Return on Tue 1/3)

7. Committee Reports

- A. Marketing/Sponsorship – Kristell Padel/ Eric Brewington – No Update
- B. Special Events/Fundraiser – Erika Menna
 - **UCF Benefits Fair – Tue 10/25 – 9:00 a.m. to 2:00 p.m.**
 - (SAC Table volunteers needed)
 - Will give bags away and promo items – Promote SAC to staff and faculty
 - **Homecoming Discussions in process – no final plans made**
 - **Darryl Gordon – more staff and faculty participation in homecoming events** – Working on a Discount Code for events – maybe a tent at Spirit Splash (Wading Pool for us) – T-Shirts for Staff and Faculty for Spirit Splash
- C. Scholarship - Jamie LaMoreaux/Aaron Smart
 - QR Code ready to go
 - On Facebook and our SAC Page – Live
 - 1 Employee (\$250) and 4 Book Scholarships (\$100 each) for Fall 22.
 - **Deadline: October 15, 2022**
- D. Research/Historian Committee – Page Curry/Tracey Morrison – No Updates
- E. Sunshine Committee – Carey Morales/Kate Macheri – Birthday cards sent yesterday – suggestions being worked on from the committee – more communications coming as Workday is figured out – Kristell asked about Get Well and Sympathy or other Special Cards (Phyllis sending these) – Cards are being restocked – If we run low: SAC can help with cards and postage (CAM)
- F. Elections Committee – Shela Siegrist

-Refill positions: 4 for USPS and 1 A&P (have pool to pull from)

- G. University Events Support – Cissy Glowth/Jim Smith
 - Reception: Charla Con Café – today in SU – Hispanic Heritage Month
 - H. Parking Committee – Brian Villar/Anita Gabbard
 - Welcome notes sent
 - Working on regular meeting schedule
 - Item: Back-In or Pull-through parking at next meeting (plate readers the issue)
 - Virtual Parking Pass and Daily Pass Rates Discussed
 - i. \$8.00 – 24 hours
 - ii. \$5.00 – Daily
 - iii. \$3.00 – After 5pm
 - iv. Can be purchased online
 - v. UCF Connect has Daily Pre-Paid Hang Tags (a few)
8. New Business:
- a. Update Committee Members/Elect New Committee Chair/Co-Chair
 - Current Chair will be the convener for committees this year
 - Committees should meet in the next 30 days to elect new Chair/Co-Chair and be able to report back by next meeting.
 - Committees run: 7/1 to 6/30
 - Brian Villar updating the Website
 - Kristell can update the Facebook page
 - b. Toys For Tots this year at offices (more information coming soon)
 - c. SAC Holiday Party this year (TBD)
 - d. Knights Pantry expanding services (future speaker at a meeting???) Discuss possible staff and faculty support moving forward –
Jim: ask for clarification for future meetings)
 - e. UCF Alumni (connecting with staff and faculty who are alumni)
 - f. LAFASA – Natalia Toro – Chair (future speaker possible)
 - g. Shela – needs tool to schedule students at three sites (any suggestions???)
9. Meeting adjourned @ 10:40 a.m.
- Motion to Adjourn: Erika Menna
 - Second to Motion to Adjourn: Jamie LaMoreaux