

Staff Advisory Council Meeting Minutes

November 15, 2023

Attending Members: Angela Nichols, Anita Fox, Anita Gabbard, Brendan Solinsky, Brian Villar, Carey Ann Morales, Chondra Babb, Cissy Glowth, Damien Chaffin, Dan Ryley, Darryl Gordon, Elimar Diaz Martinez, Emilia Paris, Eric Brewington, Gwen Hubbs, Iolanda Guseman, Jamie LaMoreaux, Jeffery Golub, Jessica Frisch-Daiello, Jim Graf, Joe Muley, Johnny Pinero Gaston, Jordan Castillo, Jose Arce, Justin Strobel, Kate Mascheri, Kristell Padel, Luma Al Tal, Maria Lopes, Mary Lynne Rush (Smith), Melinda Kramer, Melly Lopez, Otis Owens, Page Curry, Patricia Hall, Rhonda Uzodinma, Russell Ramalie, Samantha Mundell, Sheryl Goins, Skender Shehu, Stacey Royalty-Rose, Toni Rooney, Tracey Morrison

Excused Absentee Members: Aaron Smart, Ashley Hilyer, Brendan Galante, Jim Smith, Jerry Archambault, Phyllis Kornegay, Shela Siegrist, Taylor Malin

Other Attendees: Bernice Lugo - Assistant - Vice President, HR Business Centers

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: 9:30 AM

1. Welcome – Cissy Glowth
 - Welcome to guest speaker – Bernice Lugo
2. Guest Speaker: Bernice Lugo – HR Business Centers – Assistant Vice President
 - Talked about her role as the Assistant Vice President for HR Business Centers
 - There are 13 HR Business Centers – HR Center of Expertise – kNEXT – Workday Enterprise Support Team
 - Questions, and answers:
 - Question 1. How many Business Centers are? Where are they located?
 - Answer 1. There are 13 Business Centers. Some are located off campus.
 - Q2. Are there any thoughts about standardizing what each job does in Business Centers? The workload, and pay is different from one business center to another.
 - A2. The job duties are the same for HR Coordinators, HR partners, and HR directors across the campus. But they have some specific duties that are pertaining to the colleges that they are serving. In the beginning of this year HR department conducted a study to measure how many hours the staff members spent working on HR tickets.
 - Q3. What are the job duties for different levels in HR: Coordinators I, II, or III?
 - A3. The information is available. Who is interested can ask the Business Partners from their HR Center.

- Q4. Is there any communication about [Fla. Stat. 112.219\(6\)](#) and how if it pertains to job posting/recruitment/reclassification. This Florida Statute is about including a postsecondary degree as a baseline requirement only as an alternative to the number of years of direct experience required.
- A4. Yes, the Talent Acquisition team is working with Business Center Leaders.
- Q5. Is there any communication about hiring regarding FS 288.860; It is about “Foreign countries of concern”.
- A6. Bernice said she is not familiar with this Florida Statute, she doesn’t know about any communication regarding that.
- Q6. Can education and work experience be flipped? Is UCF going to compensate for education?
- A6. A change is coming that relates to competencies. Education and experience will be a piece, and competencies will be another piece. Compensation will be tied to these components but at this moment is not defined yet.
- Q7. Are the college degrees counting as experience? Currently if you have a college degree it counts as 2 years of experience. How that works?
- A7. The situations will be reviewed case by case.
- Q8. Can an USPS staff ask for a reclassification to an A&P if desired by the unit without having to do an official posting.
- A8. If somebody was misclassified the case will be reviewed. Who is in this situation should connect with their HR Business center to review their case.

If there are any other question Bernice offered to answer by email.

3. Approval of minutes:

- Motion to accept minutes: Gwen Hubbs
- First Motion to accept: Jamie LaMoreaux
- Second Motion to accept: Jim Graf

4. Treasury Report – Carey Morales

- Checking \$1,883.20
- Savings \$4,813.17
- \$0.20 cents in interest earned.
- Balance \$6,696.37

We made a little bit of profit by selling the t-shirts to help out the Scholarship Fund. We are also collecting money for the homecoming ducks.

5. Committee Reports

- Marketing/Sponsorship – Russell Ramalie/Brian Villar
 - They have a meeting coming up on Friday
 - They are thinking to update the website once a month
- Special Events & Fundraising – Darryl Gordon/ Ronda Uzodinma
 - Shared about the Graduation that will be held on Fri, and Sat; Dec 15, 16, 2023

- To discuss more about the SAC holiday party
- About fundraising. There are employees that don't take classes. We should have other incentives for employees such as: a lunch, a parking pass, or a meal plan.
- Scholarship – Jamie LaMoreaux/Aaron Smart
 - They had a meeting. All scholarships in 1 application – they had great candidates.
 - The Employee Award (\$250) went to: Crystle Bechtold (USPS); Nina Leonard (A&P)
 - The Addition Financial Award (\$250) went to: Victoria Chenet (USPS); Matthew Rogers (A&P)
 - The Barnes & Noble's Award went to: Justin Barwick; Celia Walker; Lilian Yang; Terrell Wells
- Research/Historian – Samantha Mundell/Tracey Morrison
 - 10/30 meeting with Mike Kilbride in President's Office to discuss input about staff initiatives for future UCF Strategic Plans
 - These meetings will become regular standing meetings for SAC moving forward; members of the committee will make sure that the staff voices are heard.
- Sunshine – Carey Ann Morales/Melly Lopez
 - They will meet on Friday. They are working on Winter Break shutout that will be send out in the first week of December.
- Elections – Kristell Padel/Melinda Kramer
 - They had an election meeting to fill out two USPS positions.
 - Welcome the two new SAC members:
 - Anita Fox from Graduate Admissions, CGS
 - Luma Al Tal, UCF Global ISSS
- University Events/Special Events
 - T-shirts and Ducks Distribution (100)
 - We collected \$300 from the donations for the t-shirts, and ducks. We will have the final number after all the ducks are distributed.
- Parking – Jim Graf/Jose Arce
 - The meeting was canceled, so there are no updates.
- New Business

- Toys for tots – new rep this year – who is interested will need to go and pick up the box from VARC. JJ that was our rep for VARC left the University.
 - Feedback requested on SAC Holiday Gathering:
 1. It will be at Hilton Garden Inn – Off campus
 2. There is a sign-up sheet in Teams, in a folder called Holiday Breakfast
 3. Available for 30 participants
 4. The date was voted for Dec 4th, at 8: 30 AM
6. Next Meeting: Wednesday, January 17, 2024 @ 9:30 a.m.
7. Motion to Adjourn Meeting
- Motion to Adjourn: Gwen Hubbs
 - First to Motion: Jim Graf
 - Second to Motion: Jamie LaMoreaux
 - Meeting adjourned @ 11:22 AM