

Staff Advisory Council Meeting Minutes

January 18, 2024

Attending Members: Aaron Smart, Angela Nichols, Anita Fox, Anita Gabbard, Ashley Hilyer, Brian Villar, Chondra Babb, Cissy Glowth, Damien Chaffin, Darryl Gordon, Elimar Diaz Martinez, Emilia Paris, Eric Brewington, Gwen Hubbs, Iolanda Guseman, Jamie LaMoreaux, Jeffery Golub, Jerry Archambault, 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), Melly Lopez, Otis Owens, Page Curry, Patricia Hall, Phyllis Kornegay, Rhonda Uzodinma, Samantha Mundell, Shela Siegrist, Sheryl Goins, Skender Shehu, Stacey Royalty-Rose, Toni Rooney, Tracey Morrison

Excused Absentee Members: Brendan Galante, Carey Ann Morales, Dan Ryley, Melinda Kramer, Russell Ramalie, Taylor Malin

Other: Jeremy Hensel – HR – Project Manager, Career Pathways Project, and Patrick Higman – HR – UCF Compensation Team

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: 9:32 AM

1. Welcome – Cissy Glowth
 - Welcome to guest speakers – Jeremy Helsel and Patrick Higman
2. Guest Speakers – Jeremy Helsel and Patrick Higman
 - Jeremy – from Huron Consulting – Interim Director: Compensation Team – Project Manager: Career Pathways Project and Patrick – from UCF Compensation Team
 - The Career Pathways Project is not Comp and Class 2.0
 - The Compensation Team does not oversee the funding – They review Job Architecture of each position in this project
 - Define career streams, career levels, work competencies, job families and sub-families, and consistent titling standards
 - Outline pathways for growth and promotion
 - Framework: organizes jobs based on work being done
 - Create shared language and standardize job titles
 - Three Streams: Operational Contributor, Professional Contributor, Leaders
 - Operational – Levels 1-3, Tech, Operations (O/T Eligible)
 - Professional – Levels 1-5, Advanced Education a prerequisite
 - Leaders – Level 1-5, Director Level and above, Oversight/Management
 - Levels – Work Dimensions outlined – What and How here – mainly the How – Meant to apply to all jobs – 18 Job Families and there are also Job Sub-Families

- Structure promotes career pathways and condensed framework
- Next Steps:
 - SME Engagement (Now)
 - Job Profile Development (by March 24)
 - Project Website (To be developed)
 - Full implementation by end of Quarter 2 or Quarter 3 in 2024
 - Evaluation: Every 3-5 years
 - Compensation Review possible later
- Closing Thoughts and Comments:
 - Salary compression is a Public Sector problem
 - Considerations: Business Need vs. Education/Capabilities
 - Leadership will make final determinations
 - Staff should discuss comp reviews with supervisors
 - Business Centers will assist as well
 - Upward trajectory may not be possible in same division or area/unit
 - Miscellaneous Duties as Assigned should be a small percentage of job
 - Salary grades will stay in place (min – mid – max)
 - College leadership will determine budgets individually
 - Timetable for reclassifications/comp review – should be on average 1 month once the request is received in Compensation and all previous work is done
 - Comp Team went from 2 to 7 staff (fully staffed) to cut down processing time
 - Jeremy and Patrick will email PPT to Cissy in a week or two for SAC
 - Send questions about project to Cissy and she will forward to Jeremy/Patrick

3. Approval of minutes:

- Motion to accept minutes: Jamie LaMoreaux
- First Motion to accept: Jose Arce
- Second Motion to accept: Patricia Hall

4. Treasury Report – Jim Smith (for Carey Ann Morales)

- Checking \$1,729.55
- Savings \$4,813.57
- \$0.20 cents in interest earned.
- Balance \$6,543.12

(Cissy mentioned that a Deposit for Ducks purchased is pending and not reflected in report)

5. Committee Reports

- Marketing/Sponsorship – Russell Ramalie/Brian Villar
 - Brian: no meetings yet in 2024
- Special Events & Fundraising – Darryl Gordon/ Ronda Uzodinma
 - Darryl: no updates – meeting soon

- Scholarship – Jamie LaMoreaux/Aaron Smart
 - Jamie: No meetings yet in 2024 – flyer has been sent about scholarships
 - Application Deadline: February 15, 2024
 - Jim asked Jamie for breakdown of the various scholarships and amounts
- Research/Historian – Samantha Mundell/Tracey Morrison
 - Samantha: Meeting soon – looking to schedule next meeting with Mike Kilbride in the Presidents Office to discuss Strategic Plan recommendations
- Sunshine – Carey Ann Morales/Melly Lopez
 - Melly: Meeting held last week
 - New messaging soon: ask SAC Members for feedback
 - Question: Add Valentine and St. Patrick's Day messages or just Spring 24
 - Consensus: Spring 24 only
- Elections – Kristell Padel/Melinda Kramer
 - Kristell: No Updates
- University Events/Special Events
 - No Report Given
- Parking – Jim Graf/Jose Arce
 - Jim: 1st Meeting scheduled for February
- New Business
 - Rosen College of Hospitality Management celebrating 20 years
 - BFSA Mentoring Breakfast – February 6 – 8:30 – 10:30 – Student Union: Pegasus Ballroom – Guest Speaker: Terry Prather – Visit Orlando
 - National Student Success Conference – Rosen Shingle Creek – Sunday, February 25 to Tuesday, February 27, 2024 – thru the UCF Consortium there are discounts for UCF attendees – contact Jim Smith for UCF Code

6. Next Meeting: Wednesday, February 21, 2024 @ 9:30 a.m.

7. Motion to Adjourn Meeting

- Motion to Adjourn: Gwen Hubbs
- First to Motion: Jamie LaMoreaux
- Second to Motion: Darryl Gordon
- Meeting adjourned @ 10:43 AM