

# Staff Advisory Council Meeting Minutes

June 19, 2024

**Attending Members:** Aaron Smart, Angela Nichols, Anita Fox, Anita Gabbard, Ashley Hilyer, Brendan Galante, Brian Villar, Chondra Babb, Cissy Glowth, Darryl Gordon, Elimar Diaz Martinez, Emilia Paris, Eric Brewington, Gwen Hubbs, Iolanda Guseman, Jeffery Golub, Jerry Archambault, Jessica Frisch-Daiello, Jim Graf, Joe Muley, Johnny Pinero Gaston, Jose Arce, Justin Strobel, Kate Mascheri, Kristell Padel, Maria Lopes, Mary Lynne Rush, Melinda Kramer, Melly Lopez, Page Curry, Patricia Hall, Rhonda Uzodinma, Phyllis Kornegay, Shela Siegrist, Sheryl Goins, Stacey Royalty-Rose, Taylor Malin, Tracey Morrison

**Excused Absentee Members:** Carey Ann Morales, Damien Chaffin, Dan Ryley, Jim Smith Jr, Jamie LaMoreaux, Jordan Castillo, Luma Al Tal, Otis Owens, Russell Ramalie, Samantha Mundell, Skendar Shehu, Toni Rooney

**Other:** Jeremy Helsel, Patrick Higman – UCF Human Resources – Compensation, Classification, and Analytics

**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 AM

**1. Welcome – Cissy Glowth**

- Welcome to guest speakers – Jeremy Helsel, Patrick Higman

**2. Guest Speakers – Jeremy Helsel, and Patrick Higman**

Changes to the Fair Labor Standards ACT (FLSA) Presentation

- Department of Labor's (DOL) objective of this change is to allow for more people to receive overtime for working more than 40 hours and have an improved work/life balance
- Decisions made at the job code/title level, not at the individual position level; some employees may have a salary that is above the minimum salary threshold (\$43,888) but are changing to overtime eligible status
- Employees will continue to be classified in their current employee group of A&P or USPS and therefore continue to receive the same level of leave accumulation and benefits
- A&P & USPS employees moved to overtime eligible, effective June 21, 2024, must INPUT and SUBMIT their time each pay period, or risk not getting paid;
  - A&P overtime eligible employees will be required to track their time on daily **Worked Time (Hours Only)** worked basis
  - USPS overtime eligible employees will be required to track their time on hourly **Worked Time (In/Out)** worked basis
- "Exempt" vs. "Overtime Eligible":

- An “exempt” position is not eligible for overtime pay
- An “overtime eligible” position is eligible and must receive overtime pay for any hours worked above 40 hours in one work week.
- Final FLSA Ruling, released on April 23, 2024:
  - July 1, 2024, it will impact employees with salaries - \$43,888
  - January 1, 2025, it will impact employees with salaries - \$58,656
- Eligible for overtime:
  - Employees will be compensated at one-and-one-half times their normal rate for all hours worked over 40 hrs. in one work week
  - Overtime should be preapproved by the direct supervisor
- Questions:

Question 1: Will the FLSA be updated every 3 years? Answer 1: It is expected to be updated every 3 years.

Q2: Were the changes based on salary threshold, or job codes? A2: Grade 14, 15, and some of 16 were affected; The changes were made based on job code/title level.

Q3: Why not all the employees in the Grade 16 were changed; A3: Some job categories like Academic Advising in the grade 16 weren’t changed for now.

Q4: How the input of the time changed? A4: To make it easy for A&P employees it was added the feature of adding just worked hours.

Q5: If an employee works more than 40 hours, but the manager suggests inputting just 40 hours? A5: The employee needs to let the manager know he will work more than 40 hours; the employee will need to add the extra hours, or he can use flex time, but in the worked week.

Q6: Is anywhere the pay plan on the website? A6: Is not on the website. But the dept is working on updating.

Q7: How about the career pathway? A7: The department is working on it

### **3. Approval of the Last Meeting Minutes**

- Gwen asked if there were the minutes for 05.15.24 Staff meeting ready for approval
- Due to technical computer issues the minutes information was lost. If anyone has any information for the May meeting, please share with Jim Smith.

### **4. Financial Report – Carey Ann Morales sent the info by email**

- Checking Balance: \$1,931.02
- Savings Balance: \$4,814.56
- Interest Earned: \$ 0.20
- Total: \$6,745.58

### **5. Committee Reports**

#### **A. Marketing/Sponsorship – Russell Ramalie/Brian Villar**

- Brian: There are no updates

#### **B. Special Events/Fundraising – Darryl Gordon/Rhonda Uzodinma**

- Darryl: the committee met this morning
- The Staff Breakfast: the proposed dates were July 31<sup>st</sup> or Aug 23<sup>rd</sup>; these dates are not working. There will be a third date that is probably in September
- Committee members talked about some giveaways for the Staff Breakfast
  1. Parking permits
  2. Theater tickets
  3. UCF logo items from the bookstore
  4. Visual arts: some arts

**C. Scholarship – Jamie LaMoreaux/Aaron Smart**

- Aaron: There are no updates

**D. Research/Historian – Samantha Mundell/Tracey Morrison**

- Tracey: There are no updates

**E. Sunshine Committee – Carey Ann Morales/Melly Lopez**

- The committee met last week. The June Shout Out emails were sent out.

**F. Elections Committee – Kristell Padel/Melinda Kramer**

- a. New Positions Needed: 5 USPS seats and 2 A&P seats. We are taking applications until the end of June 2024
- b. New Term: Begins in July 2024
- c. Elections This Year:
  - i. President
  - ii. Secretary
  - iii. Treasurer

**G. Parking Committee – Jim Graf/Jose Arce**

- a. Jim: Parking & Transportation Policy were approved; they are reviewed every year.
- b. Next Meeting – 06/20

**6. Elections**

There are elections, this year, for the President, Secretary, and the Treasurer positions. All the SAC members were invited to nominate themselves if they are interested in any of these positions.

The people that were nominated are:

President: Cissy Glowth accepted to continue in this role. Cissy read her statement, thanking everyone, and sharing her goals as the president.

Secretary: Jim Smith Jr accepted to continue in this role. Kristell read Jim's statement. Jim couldn't be present.

Treasurer: Carey Ann Morales accepted to continue in this role. Kristell read Carey's statement. Carey couldn't be present.

Kristell sent the Qualtrics. There were 34 participants. 32 people voted. Cissy, Jim, and Carey will continue in their positions.

Cissy announced the list of members that will go off the council: Ashley Hilyer, Dan Ryley, Kate Mascheri, Joe Muley, Jordan Castillo, and Phyllis Kornegay. She thanked everyone for their contributions.

**7. New Business**

- To get a group together and redo the SAC charter
- Staff Breakfast – September 2024 (TENTATIVE)

Next Meeting: Wednesday, July 15, 2024 @ 9:30 a.m.

**8. Motion to Adjourn Meeting**

- Motion to Adjourn: Gwen Hubbs
  - First to Motion: Jim Graf
- Second to Motion: Darryl Gordon  
Meeting adjourned @ 10:40 AM