

Staff Advisory Council Meeting Minutes

July 17, 2024

Attending Members: Aaron Smart, Angela Nichols, Anita Fox, Anita Gabbard, Ben Kim, Brendan Galante, Brian Villar, Carey Ann Morales, Chondra Babb, Cissy Glowth, Elimar Diaz Martinez, Emilia Paris, Eric Brewington, Gwen Hubbs, Iolanda Guseman, Jamie LaMoreaux, Jeffery Golub, Jerry Archambault, Jessica Frisch-Daiello, Jim Graf, Jose Arce, Katie Connolly, Kristell Padel, Maria Lopes, Melinda Kramer, Melly Lopez, Otis Owens, Page Curry, Patricia Hall, Samantha Mundell, Sheryl Goins, Skendar Shehu, Stacey Royalty-Rose, Taylor Malin, Toni Rooney, Tracey Morrison

Excused Absentee Members: Damien Chaffin, Darryl Gordon, Jim Smith Jr, Johnny Pinero Gaston, Justin Strobel, Luma Al Tal, Mary Rush, Rhonda Uzodinma, Russell Ramalie, Shela Siegrist

Other: Elizabeth Richner– UCF Human Resources – Director, Operations & Strategic Initiatives
Brittney Bannister - Administrative Ops Manager II, Candida Richards - UCF Human Resources – Director, Training & Development

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 – Elizabeth Richner, Brittney Bannister, Candida Richards

2. Guest Speakers – Elizabeth Richner, Brittney Bannister, and Candida Richards

HR Updates from the Operations and Strategic Initiatives Team Presentation

- **Introductions**
 - Brittney is the Admin Ops Manager; she oversees the day-to-day operations: facilities, department procurement, payments, contracts, HR front desk employees; she is with UCF for five years.
 - Candida just started with UCF; she is the new leader for HR Learning and development; her team is working on the learning & development programs for UCF employees, and new employees' orientation.
- **“Fall” Wage Program**
 - Elizabeth talked about there is a “Fall” Wage Program. There are not details when that will happen. It can be anytime starting with August. There is no news if is a raise percentage, if it will be across the board. The budget was approved.
- **Collective Bargaining**
 - Maureen Binder is the chief negotiator from UCF for two unions: AFSCME (American Federation of State, County, and Municipal Employees), and PBA (Police Benevolent Association)
- **Employee Engagement Survey**

- This fall, in Oct, there will be an employee engagement survey. The survey will be conducted by an external entity. There will be questions about how employees feel to work at UCF, if there are trust issues. Cissy is invited to be part of the survey committee, so she will represent the staff

- **Kognito Replacement Course “Supporting Students in Distress”**

- The Cognito course was discontinued because the vendor went out of business. The new course is called “Supporting Students in Distress”. This course is required by all new hires to take it.

- **Questions**

Question 1: Does the fact that we had a gift day on July 5th will affect getting a raise in the fall? Answer 1: No, that won't affect.

Q2: Why don't they know when we will get the raises? A2: Elizabeth answered with a guess: the decision makers are working on how much the raise will be for the approximately 13,000 employees that UCF has; there are different scenarios that they are taking in consideration.

Q3: Is the UFF-UCF (United Faculty of Florida at UCF) taking part of the discussions about the salary increases? If they are, we the staff council should be taking part to the discussions. A3: The UFF are not involved. The decision makers are the President, Provost, and the CFO.

Q4: We need more clarification about AFSCME bargaining only for the blue-collar workers. Which employees are in this category? A4: The blue-collar workers are the employees in trades, housekeeping, landscaping. The job titles of UCF employees can be found on the Collective Bargaining – UCF Human Resources.

<https://hr.ucf.edu/current-employees/employee-relations-and-hr-compliance/collective-bargaining/>

Q5: Who is bargaining for the USPS, and A&P employees if AFSCME is bargaining only for the blue-collar employees? A5: USPS, and A&P employees are not covered by a union. HR department strongly works to represent the employees.

Q6: Who can the UCF employees trust? A6: The HR employees follow a code of conduct; they hold professional HR certifications. Their goal is to listen to employees concerns and to be the liaison with the university leaders' team

Q7: Is the survey going to be transparent? There are times when we do surveys, but we don't necessary hear the results. A7: We should hear the results. Maureen, and Cissy will be in the committee, representing the staff.

Q8: Are they still monthly recognitions for employees? A8: Employee of the Month program was retired due to lack of participations (nominations). For the last two years there has been a much larger group of employees recognized at Founders Day: <https://www.ucf.edu/leadership/founders-day/>

3. Approval of Last Meeting Minutes

- Gwen motioned to accept minutes for 06.19.24 Staff meeting
- First to Motion: Patricia Hall
Second to Motion: Jose Arce
Vote to Approve Minutes: Unanimous

4. Financial Report – Carey Ann Morales

- Checking Balance: \$1,931.02

- Savings Balance: \$4,814.76
- Interest Earned: \$ 0.20
- Total: \$6,745.78

5. Committee Reports

A. Marketing/Sponsorship – Russell Ramalie/Brian Villar

- Russell: There are no updates

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

- Gwen: There are no updates

C. Scholarship – Jamie LaMoreaux/Aaron Smart

- Jamie: The scholarship applications are ready to go on August 1st.

D. Research/Historian – Samantha Mundell/Tracey Morrison

- Samantha: There are no updates. The committee didn't meet.

E. Sunshine Committee – Carey Ann Morales/Melly Lopez

- Working on the 3rd quarter shout out emails. The email will go out before the Fall semester starts.
- Working on birthdays, retirements, and anniversaries emails.

F. Elections Committee – Kristell Padel/Melinda Kramer

- a. Welcome Ben, and Katie
- b. Needed: 4 USPS seats and 2 A&P seats. There were 2 applications for USPS, and 20 applications for A&P. If any A&P positions become available, we have a waiting list for A&P. All this info is in Teams/Elections Committee
- c. Posted in the chat is the link for the SAC 2024-2025 Committee Assignments. Each member should participate in at least one committee. Each committee needs to have at least 5 members. Each committee should meet and elect a chair, and co-chair, before the August SAC meeting.

G. Parking Committee – Jim Graf/Jose Arce

- a. Jose: The meeting was short.
- b. Next Meeting – 07/18

6. New Business

- Staff Breakfast – September 9, 2024, at 8:30 AM, in the Pegasus ballroom
- Benefits Fair – October 14, 2024, from 9:00 AM to 2:00 PM, in the Pegasus ballroom

Next SAC Meeting: Wednesday, August 21, 2024 @ 9:30 a.m.

7. Motion to Adjourn Meeting

- Motion to Adjourn: Gwen Hubbs
- First to Motion: Jim Graf
- Second to Motion: Jose Arce
- Meeting adjourned @ 10:39 AM