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**STARS**

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Staff Advisory Council Meeting Documents

University of Central Florida Staff Advisory  
Council

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11-21-2013

## Minutes 2013-11-21

Staff Council

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**Staff Council Meeting Minutes**  
**Thursday, November 21st**  
**Lake Nona Campus Room 211**

**Present:** Adele Adams, Pete Alfieris, Barbara Brown, Anna Dvorecky, Cortright Francis, Cissy Glowth, Nicole Henry, Michael Smith, and Pauline Strauss

**Absent:** Sylvia Ciaci - excused, Susan Hill excused, Steven Freund, Ann Saucer, Rachel Emmanuel; Rhodney Browdy, Chutney Defreitas, Kathy Hass, Jamie LaMoreaux, Jeffery Golub, Bill Scoltock and Julie Voyles

**Note:** *Staff Council meets every third Thursday 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, notify the Secretary 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.*

**Proceedings:**

- Meeting called to order at 9:30 a.m. by President Joanne McCully.
- Meeting minutes for October were reviewed.
- Attendance: Sign in sheet in lieu of roll call.

Joanne welcomed Guests Laura Cleaver, Nancy Gayton, Annette Ortiz-Rivera, Amanda Leie and Robert Brown.

**Treasury Report:** Barbara Brown for Susan Hill - USPS Treasurer.

- Balance in checking as November 2013 is \$7519.45

Gabor deposit \$100.00

Check written to Noreen Hodapp for flash drive \$6.99

Check for Tote bags \$ 623.12.

**Nancy Gayton –Human Resources**

- Eligible employees will receive a percent (1%) base salary raise starting 11/8/2013 for “out of unit” employees and 11/22/2013 for “in unit” employees
- Affordable Health Care (Obama Care) was offered to 753 employees, students and adjuncts.
- Personnel still working on the criteria for the \$600.00 incentive bonus.
- Performance appraisals are due February 17th, 2013.
- Joanne will contact MaryAnn Parker and invite her to the holiday meeting.
- University will be shut down from December 23<sup>th</sup> through January 1<sup>st</sup>.

**Guest Speaker Dr. Ralph Caruana, Associate Dean Clinical Affairs and Chair of Clinical Sciences at the College Medicine**

Cortright introduced Dr. Ralph Caruana and gave a brief summary of his work at UCF. Dr. Caruana focused on two (2) key issues being Pegasus Health Care Services available to employees and Stress Management.

### **Pegasus Health**

Mission Statement: Serve the community at large with a multispecialty faculty practice that is innovative and patient-centered, committed to delivering excellent and compassionate care, and respectful of the diversity of all.

- I. Conveniently located off of University Blvd.
- II. Try to coordinate the care of patients.
- III. Patient survey conducted and was very positive.
- IV. Primary/Specialty Care under one roof.
- V. Most major health insurance plans are accepted.
- VI. Fourteen (14) physicians and on-site phlebotomist.
- VII. Pegasus health contact information

*phone # 407-266 (docs) 3627*

*web address: [www.pegasushealth.org](http://www.pegasushealth.org)*

### **Stress Management**

- Depression and anxiety common in the medical field.
- Module being offered to students on how to take care of yourself.
- Workplace stress: Pace yourself, interact with people and if you have issues with a coworker talk to them and get the issue out in the open.
- If you have stress with the boss, do not suffer in silence approach the issue using good judgment.
- Set reasonable goals.

Dr. Caruana stated that one of the goals of Pegasus Health was to educate individuals about their health care. He also said health care is 60% listening, 30% exam and 10% lab work and that most medical care has to do with bad communication.

### **Committee Updates**

#### **Special Events Committee**

- Joanne reminded everyone to bring an unwrapped gift for the children at the Coalition for the Homeless to the holiday meeting and mentioned that if we collect the toys campus-wide next year we would need to start earlier. Also, for those that want to participate, there is a \$5.00 to \$10.00 range for the gift exchange.
- Joanne asked for the council's input on a topic for the staff assembly.
- Relay for life will be held in April.

#### **Good Will Committee**

- Birthday cards sent out for December
- Retirement gift will be purchased for Sylvia Ciaci

Campus Tour

*Next meeting January 16th – College of Science*