

9-15-2016

## Minutes 2016-09-15

Staff Advisory Council

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***Staff Council Meeting Minutes***  
***Thursday, September 15th, 2016***  
***Global Building-Room 101A***

Present: Barbara Brown, Cissy Glowth, Jeff Golub, Jamie LaMoreaux, Rhodney Browdy, Chris Tangel Paula McClure, Trisha Trovillion, Maria Molina, Kristell Padel, Bettina Baca, Debbie Pope, Maribel Amaro-Garcia, Pauline Strauss, Stacey Royalty-Rose, John Guildford, Marguerite Lachaud, Bonnie Belot, Kay West, and Joanne McCully

***Absent: Jenna Capp, Julie Voyles, Britnee Youman, April Murdoch, Betty Calton and Elizabeth Livingston***

***Guests: Juanita Simms Williams, Roxanna Tarrab and Michelle Brooks***

***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.*

Meeting called to order at 0930hrs by President Debbie Pope.

***1. Welcome/Updates***

Debbie welcomed all members, guests and new member Stacey Royalty Rose.

***2. Approval of Minutes***

- Chris Tangel moved to accept the minutes (with appropriate changes) for August and Cissy Glowth seconded the motion. Minutes were approved for August 18th meeting.

***3. Roll Call Attendance:*** Sign in sheet in lieu of roll call.

***4. Human Resource Updates – Michelle Brooks – Assistant Director, Employee Relations of Human Resources (HR)***

Ashley was unable to attend the meeting this month but gave the following reminders to Debbie Pope:

- The 44<sup>th</sup> Annual Awards banquet was a success. The committee has met to make changes for next year.
- Benefits Fair will be on October 28<sup>th</sup> from 9:00am to 2:00pm.
- Salary Increase of 1 percent across the board salary increase and 1.5 percent discretionary merit increase for non-unit faculty, non-unit A&P and non-unit USPS staff. The across the board increase will take effect Sept. 23 for all non-unit employees who meet the eligibility criteria, and will be reflected in paychecks issued on October 14. If you are a non-unit employee, you also may be eligible for a merit increase, based upon your supervisor and department's discretion.
- Salary increases for all in-unit faculty and in-unit USPS employees must be collectively bargained and ratified by these groups' respective collective bargaining representatives and Board of Trustees.
- AFSCME Collective Bargaining is going well. The next AFSCME Collective Bargaining meeting is September 22<sup>nd</sup> at 3:30 pm. They are working hard to get an agreement on the wages article as it will not be retroactive.
- Discretionary Raise: The guidelines are on the Human Resources web site.
- Tuition Waiver: The tuition waiver is being presented to Board of Trustees today. Your 6 credit hours can be used for your family member. If you and your spouse work at UCF, you are both capable of sharing your hours with family.

- Fair Labor Standards Act: Federal law for payment of over time will be effective December 1<sup>st</sup>. If the employee makes less than \$47,476 annually they will be considered non-exempt and earn overtime. The employee will be contacted by Human Resources of the changes.
- New Training at Human Resources: Respectful Communication in the Workplace September 21, 2016 3:00 pm – 4:30 pm
  - a) What's Your Color? Understanding Yourself and Others September 23, 2016 9:00 am- 12:00 pm
- There will be Performance Appraisal Training: September 22, 2016 - 2 pm-4:00 pm,
- The Title IX Coordinator has Green Dot Strategy Training. You can find the link on Human Resources website. Here is the link: <https://www.livethegreendot.com/> . You can find out more information by dialing 407-823-4747.
- There is not update on Benefit changes at this time.

## 5. *Committee Updates*

- ❖ Marketing:
  - No Report
- ❖ Special Events/Diversity Committee
  - There will be an Employee Walk in December (more details to come).
- ❖ Scholarship/Charter Committee
  - Scholarship applications are now closed, committee will meet next week to make selections.
- ❖ Fundraising Committee.
  - Wine Pull event is still pending compliance approval.
- ❖ Goodwill
  - Birthday cards for August and September were distributed.
  - For significant events please contact the following:
    - a) Get Well Cards – Bettina Baca
    - b) Thank You Cards- Kay West
    - c) Sympathy Cards – Barbara Brown (3 sympathy cards for Sept).
    - d) Thinking of You/Congratulations – Patricia Trovillion
  - Goodwill committee introduced idea of the Cutest Pet Contest.
  - Kristell Padel suggested extra make up bags to be used for toiletry kits for the homeless.
- ❖ Research Committee
  - No report.

## 6. *New Business*

Debbie stated that although the ideas people presented for events were great, she suggested that the council get back to basics and do small things for the USPS employees that would advertise the Staff Council and show appreciation.

## 7. *Adjournment*

Meeting was adjourned at 11:30am

***Next meeting Facilities and Safety – Room 106A and B  
Please carpool - parking is very limited.***

***Don't forget to bring food items for Knights Pantry, miscellaneous all occasion cards, blankets and toiletries for the Goodwill Committee***