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Staff Advisory Council Meeting Documents

University of Central Florida Staff Advisory  
Council

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5-17-2023

## Minutes 05-17-2023

Staff Advisory Council

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## Staff Advisory Council Meeting Minutes

May 17, 2023

**Attending Members:** Aaron Smart, Angela Nichols, Anita Gabbard, Ashley Hilyer, Brendan Galante, Brian Villar, Carey Ann Morales, Cissy Glowth, Damien Chaffin, Dan Ryley, Emilia Paris, Eric Brewington, Iolanda Guseman, Jeffery Golub, Jerry Archambault, Jessica Frisch-Daiello (guest), Jim Graf, Jordan Castillo, Jose Arce, Justin Strobel, Karen Maynard, Kate Mascheri, Kristell Padel, Marta de Corral, Melinda Kramer, Melly Lopez (guest) , Page Curry, Patricia Hall, Ron Carey, Samantha Mundell, Shela Siegrist, Stacey Royalty Rose, Toni Rooney, Tracey Morrison

**Excused Absentee Members:** Darryl Gordon, Gwen Hubbs, Janice Sante, Jim Smith, Joe Muley, Kathleen Wilson, Maria Lopes, Mary Lynn Smith (Rush), Phyllis Kornegay, Steven Blackburn, Jamie LaMoreaux

**Other Attendees:** Renee Grigor, Talent Acquisition, Human Resources

**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: 9:30 a.m.

1. President's Welcome – Cissy Glowth
2. Approval of minutes:
  - Motion to accept minutes: Kristell Padel
  - First Motion to accept: Jim Graf
  - Second Motion to accept: Jose Arce
3. Attendance – Completed (see above)
4. Treasury Report – Carey Morales
  - Checking \$411.93
  - Savings \$6,311.38
  - \$ 0.26 cents in interest earned.
5. Human Resources – Renee Grigor/Jaci Velez Presentation of the HR Talent Department
  - HR would be rotating the person attending to give us an opportunity to meet the members and find out about other divisions.
  - Talent Acquisition Center:
    - Provides guidance and tactical planning in support of UCFs objective of unleashing potential by attracting and hiring the best talent.

- They do recruitment planning, posting, and sourcing, screening, talent pipelines, Pegasus strategic search, tools, training, and support for hiring officials, employer branding.
    - HR Updates:
      - a. 2023 UCF Annual Notices for Employees:
        - 1. Mandatory
        - 2. Need to complete ASAP.
        - 3. With questions reach out to your HR Business Center Leader or Carla Marx in University Compliance & Ethics
      - b. Leadership Challenge Series: Strengths Training (Employee Focus)
        - 1. Training offered in Sept 2023
        - 2. It is based on the book “StrengthsFinder 2.0” and the Clifton Strengths assessment
        - 3. Explores 5 practices of exemplary leaders
        - 4. More information will be coming out.
    - Questions:
      - i. Library told that OPS Students had to submit annual notices. Renee will double check on this and update council.
      - ii. Are there any plans to move OPS position into a USPS role with new limitations of one-year for OPS? OPS policy came in to play. Trying to ensure fair practices to be compliant with Federal Funding. There are exemptions to this rule, as well as specific situation where it doesn’t make sense such as seasonal or translators. OPS employees do not contribute to social security, or get increases, or progress through the system. Will be meeting with business centers today to discuss transition. OFCCP requires that competitive searches must be held which does not allow for someone that is OPS to be reclassified to USPS.
      - iii. Career advancement guidelines/policy update? Will take a note back and have information brought forward at next meeting.
      - iv. Will send the flyer on the leadership class and the PowerPoint presentation to be shared.
6. Committee Reports
  - Marketing/Sponsorship – Steven Blackburn - No Report
  - Special Events/Fundraiser – Darryl Gordon/Emilia Paris - No Report
  - Cissy met with homecoming committee, doing shirts and ducks this year. Thought there may have been an opportunity for staff council for scholarships. Unfortunately, if we do anything with UCF on it, it is a conflict with Barnes & Noble contract. Need to have offline meeting to discuss options.
  - Scholarship – No Report

- Research/Historian Committee – Samantha Mundell: following a breakfast meeting it was brought to the UCF President attention that The Strategic Plan doesn't have enough inclusion; The research committee will work to come up with ideas.
- Sunshine Committee – Carey Ann Morales; Carey sent the b-day cards, get well, and retirement cards. She even sent retirement cards to Faculty members.
- Elections Committee – Shela Siegrist
  - For those that are up for membership renewal, please complete and send in the renewal application. And thanks for all those that have already completed and returned the renewal application.
- University Events Support – Cissy Glowth/Jim Smith
  - Staff Assembly will be held in August. We will need help from each member of the Council.
- Parking Committee – Jim Graf/Jose Arce
  - There was no meeting held for Parking; the next meeting will be in June
  - Painting exterior of Garage I – was completed
  - Rumble strips were being installed at crosswalks
  - Not part of parking, but they are putting cameras in all the garages so that parking services personnel and dispatch will be able to see what is in the garages. This will be covered 24/7.

7. New Business: No new business

8. Next Meeting: Wednesday, June 21, 2023

9. Motion to Adjourn Meeting

- Motion to Adjourn: Kristell Padel
- First to Motion: Page Curry
- Second to Motion: Carey Ann Morales
- Meeting adjourned @ 9:58 AM.