

What is the Staff Senate?

The Staff Senate is a group of employees designated by the University President as the official body representing staff employees of the University of West Florida. The function of the Senate is to serve as a two-way channel of communication and facilitation for employees regarding matters of interest and concern to them.

Purpose

- To expand our spirit of unity, pride and cooperation by being recognized equally with the Faculty Senate and Student Government Association as participants in advising the University administration.
- To provide a forum for information exchange and dissemination among staff pertaining to matter of interest and concern to University staff and to bring matters of interest to the University administration.
- To provide open meetings where employee representatives may express, propose, represent, consider, debate, and recommend action on issues which, upon majority approval, bear the authority of a responsible voice in University affairs.
- To provide a mechanism for support and professional growth.
- To involve democratically chosen staff representatives in the operation of the University in order to increase awareness of interrelating problems and opportunities.

The Staff Senate is not a bargaining unit; therefore, it cannot negotiate salaries or benefits on behalf of University staff employees. All employees who have been employed by UWF for a minimum of six consecutive months are eligible for election to the Staff Senate. Representatives are elected for staggered, three-year terms. The Staff Senate Charter and Bylaws are posted on the Staff Senate web site.

Meetings are held on a regular basis and are open to all University staff employees.



STAFF SENATE



Staff Senate

staffsenate@uwf.edu • uwf.edu/staffsenate
UWF 0906

uwf.edu/staffsenate

Staff Senate Membership

The Staff Senate is comprised of 28 voting members elected from various university geographic areas so as to ensure balanced representation from across the Pensacola campus and ancillary locations. Specific areas are listed in the Staff Senate Bylaws.



Staff Senate Online

The Staff Senate web site is the communication tool that will be widely used by the Senate to disseminate information to employees at UWF.

On this site, you will find:

- our Charter, Bylaws, and Goals/Objectives for the current academic year
- our Goals & Objectives for each year
- a Hot Topic, which we feel is the important issue of the month that concerns all employees at the University
- two Ad Hoc Committee Charters, associated applications and contribution forms
- meeting dates, agendas, and minutes
- information regarding activities and socials
- the Office of Human Resources policies and procedures
- UWF Standing Committees
- a listing of the 28 employee representatives on the Staff Senate who can assist you in providing us with ideas, thoughts, and concerns that affect all employees at UWF (Click on Staff Senate Membership)

The Emergency Assistance Fund

The purpose of the Emergency Assistance Fund Committee is to review, evaluate and act upon applications from UWF employees who request financial assistance and/or services in emergency situations. The application is available online at uwf.edu/staffsenate (Click on Emergency Assistance Fund). All applications are confidential.

University employees are limited to one award per employee in an 18 month period and a maximum limit of \$2,000 during any 10 year period.

Types of Assistance Previously Provided:

- House fire - a gift card to Wal-Mart was awarded for clothing
- A newborn needed open heart surgery performed in Gainesville - a gas card was awarded for parents to use for travel back and forth
- A 13-year-old needed open heart surgery and the family was behind in their bills because of time off without pay - paid for medicine
- An employee was in an auto accident, missed 3 months of work and was out of leave - paid rent
- A child needed a medical test and a live transplant to be performed in Gainesville - assisted with travel expenses
- An employee taking cancer treatments ran out of leave and was not in the sick leave pool - paid rent

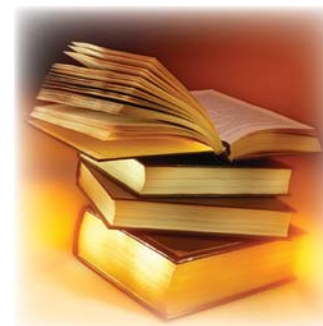


To be Eligible for Consideration:

- An employee must have attained permanent status.
- Retired employees may receive direct financial assistance for one year following the date of retirement.
- In the event of the death of an eligible employee or retiree, the deceased spouse or children may receive assistance for up to one year from the date of death.

The Scholarship Fund

The purpose of the Scholarship Fund Committee is to review, evaluate and act upon applications for financial assistance from UWF employees who are in pursuit of an associate, baccalaureate, or master's degree. The application is available online at uwf.edu/staffsenate (Click on Scholarship Fund).



To be Eligible for Consideration, an Employee:

- must have been a full or part-time employee of UWF in a permanent position for a minimum of twenty-four (24) consecutive months;
- must be enrolled in or be accepted for admission into an associate, baccalaureate, or master's degree program at an accredited institution; and
- must maintain a GPA of 2.5 or higher.

Employees on Educational/Professional leave are eligible to apply for financial assistance. The chosen field of study does not have to be job-related.

Note: Employees on academic probation are not eligible.

Award Limits

The Staff Senate Scholarship is a full textbook scholarship. Staff must apply for this scholarship each semester but will be limited to two consecutive awards, at which time, a period of one semester's break will be required before applying again. The amount of funds available will determine how many scholarships will be given in any one semester.