

Minutes

UWF Staff Senate

Meeting

Alumni Room and via Google Meet

University of West Florida

November 12, 2024

The meeting of the UWF Staff Senate was called to order at 1:30 pm by Staff Senate President Ethan Henley.

Attendance was taken by sign-in of Senators and online participants via Google Meet. The following Senators were present:

Patricia Barlow, Tori Bennett, Chip Chism, Nadya Collins, Sierra Ebert, Marisa Elmore, Stephanie Fenner, Ann Gilbar, Brett Haskell, Ethan Henley, Mikey LeFevre, Sarah Madaris, Angie Quenan, Monti Stone, Sandra Taylor, Megan Veach, Blythe Webster, Pam Weeks.

Proxy Attendance: N/A

Absent: Zachary Farrington; Jenny Makselan; Heather Seitz.

Guests: Dr. Martha Saunders– University President; Jamie Sprague – Human Resources; Katie Condon, Ronna Carden, Adam Burgess, Melissa Puckett, Rachel Conway, Tiffany Braun.

Administrative Reports

1. Executive Report – Dr. Saunders -

- Run up to the holidays; end of semester; wrapping up a good term.
- The Gateway is now open (Phase 1 complete)
- Ribbon cutting last week with the Sandy Sansing Sports Medicine Center
- The pizza hut dorms (Southside Residences) are coming down; the fencing will remain up until the segment is down.
- On Friday, we had a government relations retreat with our three contract lobbyists as well as a representative from almost every member of our delegation. Discussed transitions going on in the government and what that will mean for us regarding funding for next year. We have been advised the State is projecting a deficit 2 and 3 years out which could mean a flat budget. There was a lot of good conversation about where we are and how well regarded the university is.

2. Human Resources – Jamie Sprague.

- Introduced Ronna Carden, new Assistant Director for Employment.

- In April 2024, the Department of Labor (DOL) made an announcement regarding the Overtime Salary Threshold (OT Salary Threshold). In this announcement, there were two phases to increase the OT Salary Threshold for non-exempt employees. Phase 1 was effective July 1, 2024, and has already been completed at the University. Phase 2 is set to go into effect on January 1, 2025. HR is working closely with the President's Cabinet on how to proceed with Phase 2 of the DOL OT Salary Threshold. As soon as they have information to share with the University campus, an announcement will be made to all affected employees.
- ERAP nominations will open on December 2nd and close at the end of January. Lynne Randall has resigned her position at the university and Jamie Sprague has taken over ERAP. The ERAP website has been updated with new details and information on nominations and criteria.
- Open enrollment ended; had a very successful Benefits Fair.
- There is a moratorium on permanent pay increases from November 24th through January 18th, 2025, due to multiple payrolls for year end.

3. Approval of Minutes and Treasury Report

Motion to approve October Meeting Minutes.

Motion: Brett Haskell.

Second by: Patricia Barlow.

Passed unanimously.

Staff Senate Treasurer, Brooke Karas, shared there are no updates to the Treasury Report.

4. Supervisor of Elections

- Supervisor of Elections, Sandra Taylor, shared there are no new updates.

5. Committee Reports

- Employee Emergency Fund Committee – No updates.
- ERAP – Sierra Ebert shared she has been meeting monthly with Zach Farrington and preparations are underway.
- Hand to Paw – Blythe Webster – adoption event on campus tomorrow inside the Commons from 10:30am-1:30pm. Blythe also encouraged Senators to remind Constituents to bring donations which will be accepted during the event. Ann Gilbar shared the Emerald Coast Campus held their Hand to Paw event in October and received 437 lbs. of items and \$100 in donations.
- Holidayfest – Ethan Henley – RSVP and information sent out.
 - December 3rd – Cookies & Cocoa

- December 4th – Holidayfest event in the Museum of Commerce downtown
- Textbook Scholarship Committee – Sierra Ebert – 8 scholarships were awarded for the fall semester.

6. New Business

- Senator, Brett Haskell, shared information about professional development courses that are being offered through the Center for Cybersecurity. The training is designed to help eligible Florida, state university, state college, K12, county, and city employees with up-to-date cybersecurity knowledge, skills, and credentials to secure our State.

7. Old Business

- Senator, Tori Bennett, shared a reminder that the Foundation and Advancement Services web and BI Reports are still down due to a transition to a new financial and constituent database system.

8. Open Forum

- N/A

The meeting was adjourned at 2:07 p.m.

Respectfully submitted,

Angie Quenan – Secretary

Staff Senate Executive Board

President- Ethan Henley

Vice President – Zachary Farrington

Supervisor of Elections- Sandra Taylor

Secretary- Angie Quenan

Treasurer- Brooke Karas

Senator at Large- Sierra Ebert

Communications- Marisa Elmore