

Minutes

UWF Staff Senate

Meeting

Alumni Room

University of West Florida

January 14, 2020

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

Attendance was taken by sign in of Senators. The following Senators were present:

Present: Elizabeth Bennett, Deborah Cluff, Michael Cochran, Zachary Farrington, Alycia Grieco, Sierra Ebert, Tony Hayes, Elaine Henjum, Ethan Henley, Jesse Hoek, Larry King, Akilah Lewis, Adrienne Lewis, Audrey Liss, Jim McMillen, Mike Neff, Julie Rettig, Monti Stone, Leslie Wyrosdick.

Proxy Attendance: None.

Absent: Michelle Haynes, Angie Quenan

Guests: Dr. George Ellenberg-Provost; Jeff Comeau-Human Resources

1. Administrative Reports

Executive Report – Dr. George Ellenberg

Updates for the UWF campus and community were provided by Dr. George Ellenberg.

Dr. Ellenberg talked about personnel changes in Provost Office.

Judy Jones has now retired and Patricia Barlow has taken her place.

Eileen Saunders from the College of Business has taken Patricia's place.

Patti Spaniola has joined the Office of the Provost to focus her efforts for NCUR.

All colleges have a Dean in place.

The audit is still taking place for the UWF Division of Research and Strategic Innovation regarding the Complete Florida Plus Program.

The University is having a new campus radio system installed. This is a digital system, compared to the old analog system, that will now interface with the sheriff and police departments.

Commencement Numbers:

9:30 Ceremony- 321 graduates and 3,258 patrons

1:30 Ceremony- 297 graduates and 3,313 patrons

5:30 Graduate Ceremony-190 graduates and 1434 patrons
Totals: 808 graduates and 8,005 patrons- not including faculty and staff.

Enrollment- up 4.5 %- just under 13,000 students. We are seeing more students, however, they are taking fewer credit hours- this seems to be a national phenomenon.

Senator Leslie Wyrosdick asked Dr. Ellenberg if we would see a change in the metrics regarding the 4year graduation rate since it seems to a problem of students taking fewer credit hours.

Dr. Ellenberg responded that unfortunately he does think this would have an effect in the metrics.

Reminder for Founders Week: April 13-18, 2020.

2. Human Resources – Jeff Comeau

HR will be publishing information regarding a TIAA Representative being on campus from February 11-13, 2020 to meet clients regarding their ORB or Voluntary 403b.

Annual Leave Adjustments are being manually processed/rolled over for anyone who had leave in excess of 352 hours at the end of December 2019.

Financial Planning Series will begin on February 7 and continue for the following 7 consecutive Fridays. This series will end on March 20, 2020.

Reminder for all employees to complete the Kognito At-Risk Training completed by February 28, 2020.

ERAP Nominations are due March 6, 2020.

3. Approval of Minutes and Treasury Report

President McMillen asked Senators to have previously reviewed the December meeting minutes. One edit was suggested and there were no changes to the Treasury Report.

Motioned by: Alycia Grieco

Seconded by: Michael Cochran

Motion passed unanimously.

4. Supervisor of Elections

Senator Hayes provided a list of current Senators and the openings that are currently available. Reminder that there is still an opening for Vice President.

Based on numbers that have been pulled, Staff Senate represents 958 employees. Currently we need 6 replacements to cover all vacancies to correctly represent these employees.

Recruitment Strategies:

- Staff Senator Member search announcement is going into the UWF Newsletter
- Staff Senate meeting reminders going into the UWF Newsletter.
- Senators forming teams to go and speak to different departments for representation
- Leslie is currently working on updating the Staff Senate Website in order to help constituents find their Senator.

Senator Elizabeth Bennett asked about representing more buildings.

5. Committee Reports

Holiday Fest

Senator Jesse Hoek provided an update on donations for Gulf Coast Kids House and Pace Center for Girls. Each organization received a car full of donations. Jesse will be reaching to see if we can get an estimate on monetary value of donations or number of items donated.

ERAP

Senator Hayes provided an update. He proposed not decorating the Conference Center Lounge and using those flowers to surround the stage in order to maximize the budget. We have two emcees confirmed for the event (Adam Blood and Will Kennedy) and there will be no theme.

ERAP budget, nomination process and selection was discussed.

ERAP committee meeting met after Staff Senate Meeting to work on more logistics.

New Business

None.

Old Business

Staff Senate will begin representing the OPS staff in their respective building beginning in February. Senators will be sent a draft template to send to OPS to introduce themselves, how to breakout information that does not relate to OPS, and how to pull their new constituents.

Open Forum

None.

The meeting adjourned at 2:14 p.m.

Respectfully submitted,
Alycia Grieco- Senator at Large

Staff Senate Executive Board

President- Jim McMillen

Vice President- Vacant

Supervisor of Elections- Tony Hayes

Secretary- Angie Quenan
Treasurer- Michael Cochran
Senator at Large- Alycia Grieco
Communications- Leslie Wyrosdick