

Minutes

UWF Staff Senate

Meeting: Bldg 12 Rm 150

And Google Meet

University of West Florida

October 14, 2025

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 sight of Senators and online participants via Google Meet. The following Senators were present:

Olivia Ashcraft, Chip Chism, Nadya Collins, , Zachary Farrington, Brett Haskell, Brooke Karas, Mikey LeFevre, Sarah Reid, Alex Miller, Keyaundra Mobley, Billy Nelson, Sandra Taylor, Pam Weeks, Ivan Zarate Rosas, Stephanie Fenner; Ethan Henley

Proxy Attendance: Anastasia Landers for Ann Gilbar

Absent: Sierra Ebert, Marisa Elmore, Angie Quenan, Monti Stone, Megan Veach

Guests: None.

Administrative Reports

- 1. Executive Report – No Report**
- 2. Division of Finance & Administration Updates – No Report**
- 3. Human Resources – No Report**

4. Approval of Minutes and Treasury Report

Motion to approve the September Meeting Minutes.

Motion: Chip Chism.

Second by: Zach Farrington.

Passed unanimously.

Staff Senate Treasurer, Brooke Karas, shared updates to the Treasury Report:

- Endowment cannot be accessed
- Emergency and Textbook are funded
- Waiting for Wages and Fringes amounts to be updated
- We don't receive concessions money
- Received email budgeting ERAP \$ and Aramark in kind for ERAP

Motion to approve Treasury Report.

Motion: Sandra Taylor.

Second by: Pam Weeks.

Passed unanimously.

5. Supervisor of Elections – No Report

6. Committee Reports

- a. Employee Emergency Fund Committee – Staff Senate Treasurer, Brooke Karas, shared there are no new updates.
- b. ERAP – Sandra Taylor shared ERAP will be April 1, 2026, committee had first meeting and challenged Senators to nominate someone before Winter Break.
- c. Hand to Paw –Brett Haskell will schedule committee meeting soon and reach out to previous committee chair for resources.
- d. Holidayfest – Ethan shared that Holidayfest will happen and updates will be given as they materialize.
- e. Textbook Scholarship Committee – Chip Chism reported that the application period has closed.

7. New Business

- a. State of the University Address - Thursday starting at 10:30. Encourage attendance, Ethan Henley and Heather Riddell will be speaking.
- b. United Way Campaign - Ethan has been in communication and has clearance with the President to continue. United Way provides a donation portal. Campaigns will consist of sending out links for donation. Outreach in January, three-week window, more to come.

8. Old Business

- a. N/A

9. Open Forum

- a. Discussion on new policy about employee holidays. Ethan asked for thoughts and concerns regarding the new policy.
 - a. Zach shared that there has been discussion to not have either Juneteenth or Columbus Day.
 - b. Ashley expressed concern about OPS employees not having the opportunity to work.
 - c. Pam Weeks expressed concern about Spring Break. It is used for facilities to complete tasks while students are not on campus.
 - d. There are five flex days to use for hurricane closing. Those will not be affected.

The meeting was adjourned at 2:00 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- Chip Chism
Communications- Olivia Ashcraft