Minutes

UWF Staff Senate

Meeting

Alumni Room

University of West Florida

October 25, 2018

The meeting of the UWF Staff Senate was called to order at 12:00 p.m. by Staff Senate President Devin Blackmarr.

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

Devin Blackmarr, Sara Brake, Brandy Gottlieb, Alycia Grieco, Tony Hayes, Ethan Henley, Denise Kidd, Christy Kolb, Akilah Lewis, Audrey Liss, Twana McDaniel, Jim McMillen, Pamela Newton, Kendra Parson, Angie Quenan, Elaine Henjum and Megan Veach.

Proxy Attendance: Tom Schwingle for Deb Cluff, Philip Ebert for Alycia Grieco, Sabra Cupples for Monti Stone.

Senators Michelle Haynes, April Kocher, Larry King, Michael Krueger, Keaton West, and Michael Cochran were absent.

Others Attending:

Jamie Sprague and Jeff Comeau, Human Resources. Elizabeth Bennett, Libraries.

Staff Senate President asked for a motion to amend the agenda to allow the Executive Reports to be presented first.

Ethan Henley motioned.

Pam Newton Seconded.

The motion passed.

1. Administrative Reports

Executive Report-Kimberly McCorkle.

Vice Provost McCorkle noted the upcoming birthday for President Saunders.

The Board of Governors will be making a visit to UWF on October 26. The BOG provided notice approximately one week ahead of time. BOG representatives SUS institutions. The current agenda is for BOG members to arrive to Pensacola at 10 am and be greeted by Dr. Saunders. They will arrive to the campus at 10:30 and have a campus tour by golf cart. There will be a meeting and lunch with some of the UWF trustees, Vice Presidents, Provost, and President Saunders where an overview of UWF will be provided. From 12:30 to 1:30pm the Provost and a few academic departments will present. The visitors will depart UWF at 1:30 pm. (The BOG is it was cancelled for 10/26. A new date will be set for 2019.)

The BOG meeting for November 7 & 8 will be busy for UWF. There will be discussions on plans for SUS use of carry forward funds. There will be discussion of possible changes to the Metrics. UWF is presenting the Ph.D. Program for approval. UWF will be sharing the efforts for outreach to those affected by Hurricane Michael. 2,100 UWF students are from the affected counties. UWF is working to reduce loss of students who were affected. UWF has created a website where departments can report their efforts for hurricane.

UWF presented last week the proposal to host the NCUR Conference in 2020 at UWF. UWF is a finalist to host the conference. UWF will hear the decision in November if selected.

Bob Dugan is work on special projects for the Provost office. He is reviewing use of academic spaces and opportunities to utilize spaces in a different way. He will engage the campus community for feedback on use of office space, advising space and classrooms.

Campus Safety - Chief Marc Cossich

President Blackmarr welcomed Police Chief Marc Cossich to share campus safety updates.

UWF Police will host a Cram the Cop at the November 3rd football game to collect items for those affected by Hurricane Michael.

Bike patrols will be starting again. Two new officers have been hired and will begin soon. UWFPD is working with UWF Housing and Residence Life on the Adopt a Cop program in each residence hall. The department is working on updating community policing as well as working on accreditation of the department which will take 3 to 4 years.

RAD (Rape Aggression Defense) traced as the number of trained instructors increases within UWFPD. RAD for Kids may be available in the future. UWF PD will work with UWF departments to setup group RAD training for groups of 5 or more employees. RAD is for females only.

Senators asked for more information and contact for the RAD program and Cram the Cop Car. Sabra Cupples provided the UWF PD website, extensions 2415, and scupples@uwf.edu for more information.

Police Chief Cossich also noted Active Shooter training is available on request for UWF departments.

Human Resources - Jeff Comeau

Open Enrollment ends November 2, at 4:30 pm CDT. Remember to make updates before the deadline. The Benefits Fair is set for October 31 for 10 am to 3 pm. It will be important to go to the event and ask questions.

HR has offered help sessions to assist with making changes in the PeopleFirst website. Employees should to confirm the dentist is still in network accepting the coverage. MetLife Dental mailed out information that may have been confusing. They are not the only option. Securing mailed out information on basic and optional life insurance.

Be aware that there have been reports of phishing/spam calls from c the providers for State of Florida Employees.

The last session in the Retirement Planning Series for fall 2018 will be offered on October 26 and will cover benefits transition from employee to retiree. The series will be offered in Spring 2019.

Employee evaluations were completed for the majority of employees but some are incomplete. It is important to have recent and valid evaluations for relevant benefits based on performance.

Remember, everyone will have 3 ways to save on surgical services. This is an additional benefit for all employees on a State of Florida employee health plan.

2. Approval of Minutes

President Blackmarr asked Senators to have previously reviewed the September meeting minutes.

President Blackmarr asked for a motion to approve the September Meeting minutes with the noted edits.

Motioned by: Ethan Henley

Seconded by: Jim McMillen

Motion passed unanimously.

An amendment was suggested to the September minutes. A motion was requested.

Motioned by: Tom McMillen

Seconded by: Ethan Henley

Motion passed unanimously.

3. Treasury Report

Staff Senate Budget report was not available.

4. Supervisor of Elections

Staff Senate President Blackmarr introduced Elizabeth Bennett who has offered to serve as Senator for building 32.

A nomination was needed to move forward with installing Bennett to Staff Senate.

Nominated by: Tom McMillen

Seconded by: Angie Quenan

Motion to approve Bennett as Senator for Building 32.

Motioned by: Audrey Liss

Seconded by: Ethan Henley

Motion passed unanimously.

5. Committee Reports

Textbook Scholarship

Senate Secretary Brake read the status update provided by the Textbook Scholarship Committee chair, Alycia Grieco.

Hand to Paw

The Hand to Paw event was on October 16. Collection of donated items will continue through the end of October. The Post Office should collect donations by November 2. Senators should save boxes to use for the coming Toys for Tots collection. Senate President Blackmarr thanked senators for their participation.

ERAP

The ERAP date was confirmed as Friday, April 9, 2019 from9 to 10:30 am in the Commons Conference Center.

Holidayfest

President Blackmarr noted Holidayfest is scheduled for Tuesday, December 11 downtown at 5:30pm. Staff Senators on the Holidayfest Committee will meet after the close of the November Staff Senate meeting.

6. New Business

Devin Blackmarr asked for a volunteer for the Parking Violations Appeals Committee. Denise Kidd volunteered to represent staff on the committee.

7. Old Business

Staff Senate President Blackmarr reviewed two old business items.

Employees were reminded of the upcoming Benefits Fair and end of open enrollment.

An employee is still needed to serve as coordinator of the United Way Campaign.

No items were brought forward in Open Forum.

The meeting adjourned at 12:*51* p.m.

Respectfully submitted,

Sara Brake, Staff Senate Secretary