

Minutes

UWF Staff Senate

Meeting

Alumni Room

University of West Florida

April 9, 2019

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

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

Elizabeth Bennett, Sara Brake, Deb Cluff, Michael Cochran, Brandy Gottlieb, Alycia Grieco, Tony Hayes, Elaine Henjum, Ethan Henley, Denise Kidd, Larry King, April Kocher, Christy Kolb, Michael Krueger, Akilah Lewis, Audrey Liss, Jim McMillen, Pam Newton, Angie Quenan, Julie Rettig, Kendra Roberts, Monte Stone, Megan Veach, Keaton West.

Proxy Attendance:

Senators Michelle Haynes, Christy Kolb, Twana McDaniel, and Brittany Mixson were absent.

Others Attending: George Ellenberg, Jeff Comeau, Jesse Hoek.

1. Approval of Minutes and Treasury Report

President West asked Senators to have previously reviewed the March meeting minutes. Secretary Brake went over edits that had been submitted. No changes were noted in the Treasury Report.

President West asked for a motion to approve the February minutes with edits and the Treasury Report.

Motioned by: April Kocher

Seconded by: Alycia Grieco

Motion passed unanimously.

2. Administrative Reports

Executive Report- George Ellenberg

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

Dr. Ellenberg provided a suggestion to recognize faculty for years of service at Fall Faculty Forum or Honors Convocation.

Regarding potholes and paving repairs on campus, there have been no major road repairs at UWF. A cooperative relationship between Parking Services and Facilities is working toward repairing a major paving issue at Campus Drive and Campus Lane. Employees are asked to report potholes or other road hazards. Chip Chism added notes on current process of repairs, including 80 potholes have been filled since January 2019. UWF uses a contractor. Paving is a costly service and solutions are being explored.

Dr. Ellenberg provided a Legislative Update. At this time, the House and Senate are significantly apart on the Higher Education budget. There is a bill addressing freedom of speech on campuses.

The Ph.D. in Robotics and Intelligent Systems has admitted its first student for Fall 2019.

UWF has a group of students, faculty, and staff headed to NCURR 2019 at Kennesaw State. NCURR 2022 planning has begun. Faculty and staff will be an integral part of the event's success.

Dr. Ellenberg provided Metrics updates. It has become harder to improve when UWF has come up so far. FIU is expected to move into preeminent status.

Reminder: Founders week will be April 13-18.

Human Resources - Jeff Comeau

Employees enrolled in flexible spending accounts have until April 15, 2019 to file claims from 2018. Up to \$500 can be carried over.

Summer Employee Tuition Waiver application is open in MyUWF. Remember, this is a waiver of basic tuition and fees. Other academic and fee processes follow the university process.

Remember to send a copy of any PeopleFirst changes to the Human Resources office.

New Employee Orientation moved from Tuesday, April 16 to Friday, April 12.

There will be webinars on the 3 ways to save options offered on Friday, April 19, with 5 different sessions.

3. Supervisor of Elections

Tony Hayes reviewed senator openings for employee representation and Executive Board openings.

Pam Newton volunteered to serve Buildings 48, 88, and 89.

Tony Hayes moved to approve Pam as senator for those buildings.

Alycia Grieco seconded.

Senators voted to approve.

Keaton West Called for nomination of Jesse Hoek for Building 18.

Jim McMillen moved to Nominate of Jesse Hoek for Building 18.

Seconded: Pam Newton.

Motion to approved Jesse Hoek: Megan Veach

Seconded: Ethan Henley

Senators voted to approve.

Angie Quenan was nominated for Communications Chair at the March meeting.

Keaton West called for a motion for waiver of charter to vote on the position of Communication Chair.

Michael Cochran Motioned.

Seconded: Megan Veach

Motion to waive charter was approved.

Motion to approved Angie Quenan as Communication Chair: Sara Brake

Seconded: Pam Newton

Senators voted to approve.

4. Committee Reports

ERAP

Michael Krueger thanked Senators for help with ERAP event. Krueger noted highlights and areas for improvement. Senators were asked to complete the ERAP event survey. As ERAP Chair, Krueger is working on a binder of things to make the event run smoothly for future years. ERAP 2020, 2021, and 2022 are booked. Several people commented on the great job Dr. Blood did as MC. An ERAP wrap up meeting will be held in the coming weeks.

5. New Business

Keaton West asked senators to mark their calendars for Friday, July 26 for the Staff Senate Retreat. A Calendar Invite will be sent to hold the date. New Senators should plan for the full day. Returning senators for the afternoon.

6. Old Business

Keaton West noted a follow up with Faculty Senate per university policy on Charter updates.

Sara Brake asked for information on Day of Giving involvement of Senators. Keaton West noted Senators are asked to share the Day of Giving site and information.

Founders Week begins Saturday April 13 with Day of Play. See the full schedule at <https://uwf.edu/offices/presidents-office/founders-week/> . Admissions is hosting an admitted students tailgate at the football game.

7. Open Forum

Keaton West shared senator facts with the group.

West noted upcoming parking lot closures for CAB After Dark on April 11 and 12.

West provided dates for Homecoming 2019, September 30 through October 5.

April Kocher provided an update on the Meet Up for Senators. The Week of May 9 will work best for the most senators. Meet up will be May 9 for Coffee or May 10 for Lunch. A Poll will be sent to senators to vote. Akilah Lewis suggested something on the Davis Highway area.

Michael Cochran noted he is working on campus support and sources of financial support and ways to increase Staff Senate presence on Campus. Senators are asked to share suggestions for promotional items Staff Senate might be able to purchase.

The meeting adjourned at 2:11 p.m.

Respectfully submitted,

Sara Brake, Secretary