

Minutes, Staff Council Meeting
January 18, 2024
INC Conference Room

Attendees: Jessica Osegueda, Seth Harp, Allison Faircloth, Judy Hunter, Julia Seay, Adela Van Antwerp, Sue Wagner

- **Osegueda** - called the meeting to order at 2:07 p.m.

The agenda is as follows:

- Review Staff Council Bylaws and revisions
- Review Employee Resources that Central HR Offers (GatorPerks, EAP, Counselors, etc...)
- Planning Learning Seminars for the remainder of the year
- Finalize details about February Lunch
- New Business/Announcements

Review Staff Council Bylaws and revisions

Revision

- Question – How do break a tie vote? (50/50 split)?
 - Harp – in the faculty senate vote, the VP elect would break tie.
 - Hunter – either the Chair, or Chair elect
 - Osegueda – president or president elect will break all ties.
- This will be added to Bylaws under Article IV Steering Committee, Under Section B – Roles of Steering Committee Officers. Can also be placed under C – Nomination and Voting Procedures.

Review Employee Resources that Central HR Offers (GatorPerks, EAP, Counselors, etc.)

Discussion regarding some employees is not aware of discounts, counseling, cell phones, and other benefits that are offered by the university.

- **Osegueda** - bought different flyers that we can hand reference to regarding these resources.
- **Seay** – HR has gone over these benefits during on boarding of new hires.
- **Seay**- Requested for more of the flyers from Jess to give to new hires.
- Discussion regarding EAP counselors.
 - This benefit is for any employee, OPS and parttime.
 - This also includes anyone in your household (i.e. spouse, child)
 - 6 free sessions per incident. If more than 6 are needed, they will refer you to an outside counselor.

Planning Learning Seminars for the remainder of the year

- First session - Microsoft Excel – Being taught by Julia Seay. – Tuesday, January 23, from 10-11 am in the Atlas Lab.
- Spoke with Jen Ford regarding talking about graphics, logos, etc. She is receptive, need to get with her to see if she is available in February or March.
- Other training topics that have been suggested include:
 - o Microsoft Outlook
 - New version of outlook has just been sent out.
 - o Teams Session
 - Discussion regarding doing Outlook and Teams together. Each have 30-minute sessions.
 - o Qualtrics – Julia Seay to teach.

Finalize details about February Lunch

Lunch and Learn

- o First Luncheon is on February 20th, from 12:30 to 1:30
- o Hopefully in the Atlas Lab
- o Bring your own lunch.
- o Ask Nate Carpenter to teach an Origami session.

New Business/Announcements

- Harp – New Show, “Sports Lab”, that is student run.
 - o There will be 12 shows. 6 on Mondays and 6 on Fridays. They will run from 2-4 pm.
 - 2 student hosting
 - 1 sports anchor
 - 1 will produce.
 - 1 will do social media.
 - 1 will be responsible to interview a gator athlete once a week.
 - Then everyone will rotate to a new position.
 - o Will be on ESPN 98.1 and Facebook Live
- Seay – suggested for next year that some of the internal training can be meeting with the different departments to educate on what they do.
- Jessica will send out a doodle for next month’s meeting.

Osegueda – Meeting adjourned 2:30 pm