

UF College of Journalism and Communications Staff Council 2024-2025

Sept. 11, 2024 | 1 – 2 p.m.

INC Conference Room and on Zoom

<https://ufl.zoom.us/j/92269238011?pwd=HjGJDqIC9apykqK8BeLW5zvJamodbs.1>

AGENDA:

1. Set meeting dates for the upcoming academic year
2. Plan other activities including lunches and learning sessions
3. New Staff Coaching and Development Program – HR will be accepting applications soon – *Julia Seay*
4. Review work from home policy and flexible work arrangements – *Jessica Osegueda*
5. Review UF General Counsel’s proposed wording changes to CJC Strategic Plan – *Randy Bennett*
6. Suggestions and announcements

Note: Strategic Plan proposed edits attached.

MINUTES:

Called to Order at 1:05 p.m. In attendance: Judy Hunter, Aine Pennello, Josh Merrill, Julia Seay, Kutonya Sowell, Cheryl Oberlin, Jessica Osegueda, Erika Henderson, Whitney Dobson, Isabella Ryan, Olga Tripp

Meeting Topic Suggestions (agenda items 1 and 2)

Presentation from academic advisors, what they do, behind the scenes work and the new class booking system.

IT: System overview and actions that cause hiccups. Generic Outlook features, delay sending messages and Zoom migration.

Sales Force Information and Distance Learning.

3. Next Level Training: Seven staff are participating for one year and meeting monthly. Leadership and management training during workshops. Session will begin in October. This program is more accessible and focuses. You do not have to be a supervisor to attend.

4. Jessica Osegueda will lead a task force comprised of Judy Hunter, April Welcome and Josh Merrill to review flexible work arrangement options. Essential employees to be determined and remote work requests will be done on a case by case basis.

5. Strategic Plan recommendations to replace the words diversity, equity and inclusion with community and culture. Randy Bennett reported that the accreditation assessment is over 300-pages long and the deadline is Oct. 24. The accreditation team will be at the College from Feb. 2-5.

Announcements:

Student Involvement Fair – Sept. 18 from 10 a.m. 2 p.m. in the College Atrium

Fall Festival – Oct. 30 in the ground floor studio

ADJOURNED at 1:45 p.m.