

**Florida Tech Staff Advisory Council**

**Meeting Agenda**

**Wednesday September 3<sup>rd</sup> 2025**

**9:00 am – Hartley Room**

**Attended:** Adam P, Brian D, Sonny C, David H, Grace G, Jessica A, Jeff R, Kevin B, Kyler D, Monika P, Norm C, Michelle N, Pat F, Madeline T, Jason G, Jennifer M, Erin A, Deanna P, Ann Marie K, Xori D, Yesenia N, Kim R, Kawanda R

**Not in Attendance:** Angel P, Tina E, Rebecca C, Stephen Van Brunt

9:00 am        Call to order – called to order at 9:01 am by Chair Jeff Richardson

9:01 am        Approval of Previous Minutes

9:03 am        Guest Speaker –

- Dr. Wes Sumner – Vice President for External, Affairs & Strategic Advisory to the President

Review of the Campus Master Plan (presented to and accepted by BOT). Website will be up and running soon

10:00 am        Full Council Picture (to be posted to website)

10:10am        Subcommittees

- **Membership Subcommittee** – Meeting 9/5/25
- **Communications Subcommittee** – Meeting 9/5/25
- **Benefits Subcommittee** – Meeting 9/5/25
  - Sick Bank in October, per Karen Hill
- **Safety & Security Subcommittee** – Met 8/27/25
  - Chair Sonny Cherrito
  - Reach out to Security for a recommended member, could be ad hoc
- **Outreach Subcommittee** – Meeting 9/5/25
  - Jeff met with Jessica Wildman to discuss faculty participation/faculty outreach subcommittee
  - Halloween Party 10/31 3-5pm

10:15 am

- **Other Business-**
  - **Online Suggestion Box:**

A couple of online suggestions

1. Market Days, will they continue?
    - a. UEP working on compliance, insurance, etc. to get Market Days back on campus.
    - b. Previously run by an outside company helping WFIT, not run by FT.
    - c. Let staff know Market Days are not gone, we are just improving the experience
  2. Micromobility policies
    - a. Review the policy: <https://www.fit.edu/policies/security--safety/motorized-micromobility-transportation-device/>
    - b. Campus Routes: [https://www.fit.edu/media/site-specific/wwwfitedu/crm/documents/fit-crm-pdfs/2025-0718\\_ROUTES-MMTD.pdf](https://www.fit.edu/media/site-specific/wwwfitedu/crm/documents/fit-crm-pdfs/2025-0718_ROUTES-MMTD.pdf)
    - c. Please continue to provide questions from staff
- **Old Business and Follow Up:**

Follow up questions and comments from previous meeting
  - **New Business and Other Items:**
    - Standards of Conduct policy review:
      - Please provide feedback for Jeff to share with HR - <https://www.fit.edu/policies/human-resources-policies/discipline-and-rules/standards-of-conduct/>
    - Performance Evaluation Review
      - Updates and changes to streamline the process – should happen in the next 3 months
      - Managers are doing things differently
      - Evaluations should be based on job descriptions
    - Halloween Party! – 10/31 3-5pm
    - State of the University – 11/14 2-4pm
    - Homecoming Run (encourage staff to sign up) - <https://runsignup.com/Race/FL/Melbourne/floridatech>
    - **Remaining Guest Speakers for 2025-2026**
      - Dr. John Nicklow – President
        - Spring

10:30 am

**Adjourn – Meeting adjourned by Chair Jeff at 10:13am**

**Next Full Staff Advisory Council Meeting is Scheduled 10/1/2025 – Location TBD (Hartley or Board Room)**