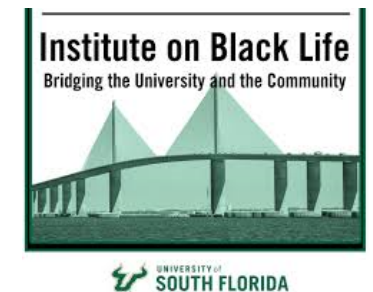


Investing in Human Capital

Policies and Practices that Support
the Recruitment, Retention and
Sustainability of Diverse Employees



*Under the auspices of the USF Institute on Black
Life, USF Black Employee Steering Committee,
and the USF Black Faculty & Staff Association*

What have we been hearing across USF?



PEOPLE

are at the heart of everything we do.

Unlocking Potential: The Whole Person

KNOWLEDGE examples:

- programming
- client acquisition strategy



KNOWLEDGE –

- what people know
- professional information needed to perform successfully

COMPETENCIES examples:

- decision making
- coaching



COMPETENCIES

What people CAN DO –

cluster of behaviors performed on a job

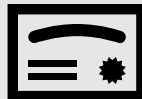
EXPERIENCE

What people HAVE DONE–

- Educational achievements
- Work achievements

EXPERIENCE examples:

- led a sales team
- launched product



PERSONAL ATTRIBUTES

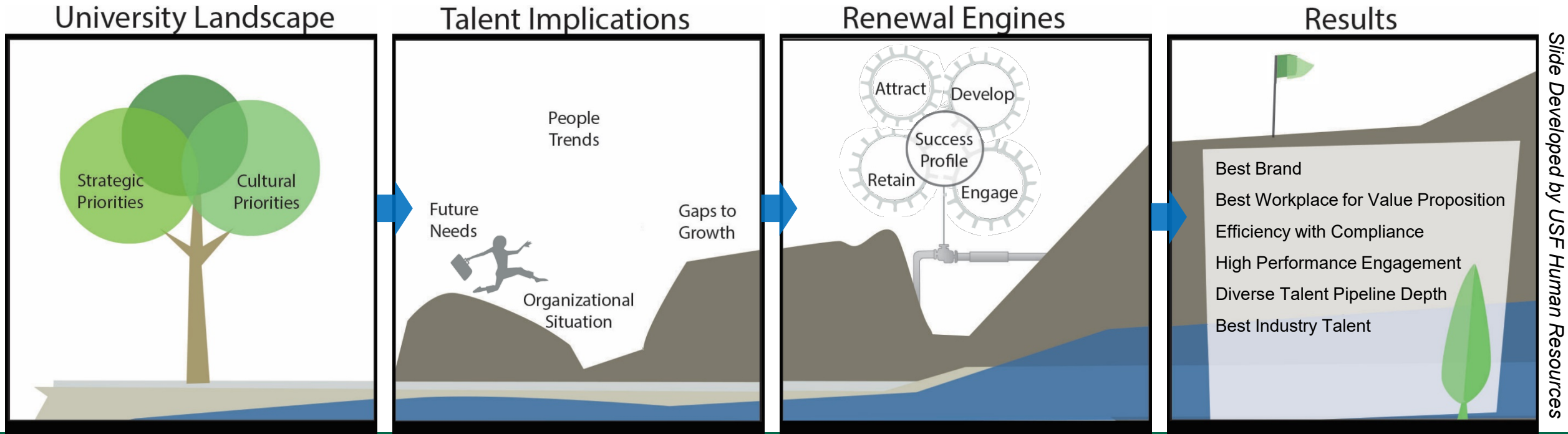
WHO people are –

- Personal dispositions
- Motivations that relate to job satisfaction & success

PERSONAL ATTRIBUTES examples:

- leadership disposition
- cognitive ability





Strategic Priorities:

- Priority placeholder
- Priority placeholder
- Priority placeholder

Cultural Priorities:

- Priority placeholder
- Priority placeholder

Future Needs:

- Build internal “bench strength”
- Leader effectiveness

People Trends:

- Turnover
- Talent Availability
- Changing Demographics

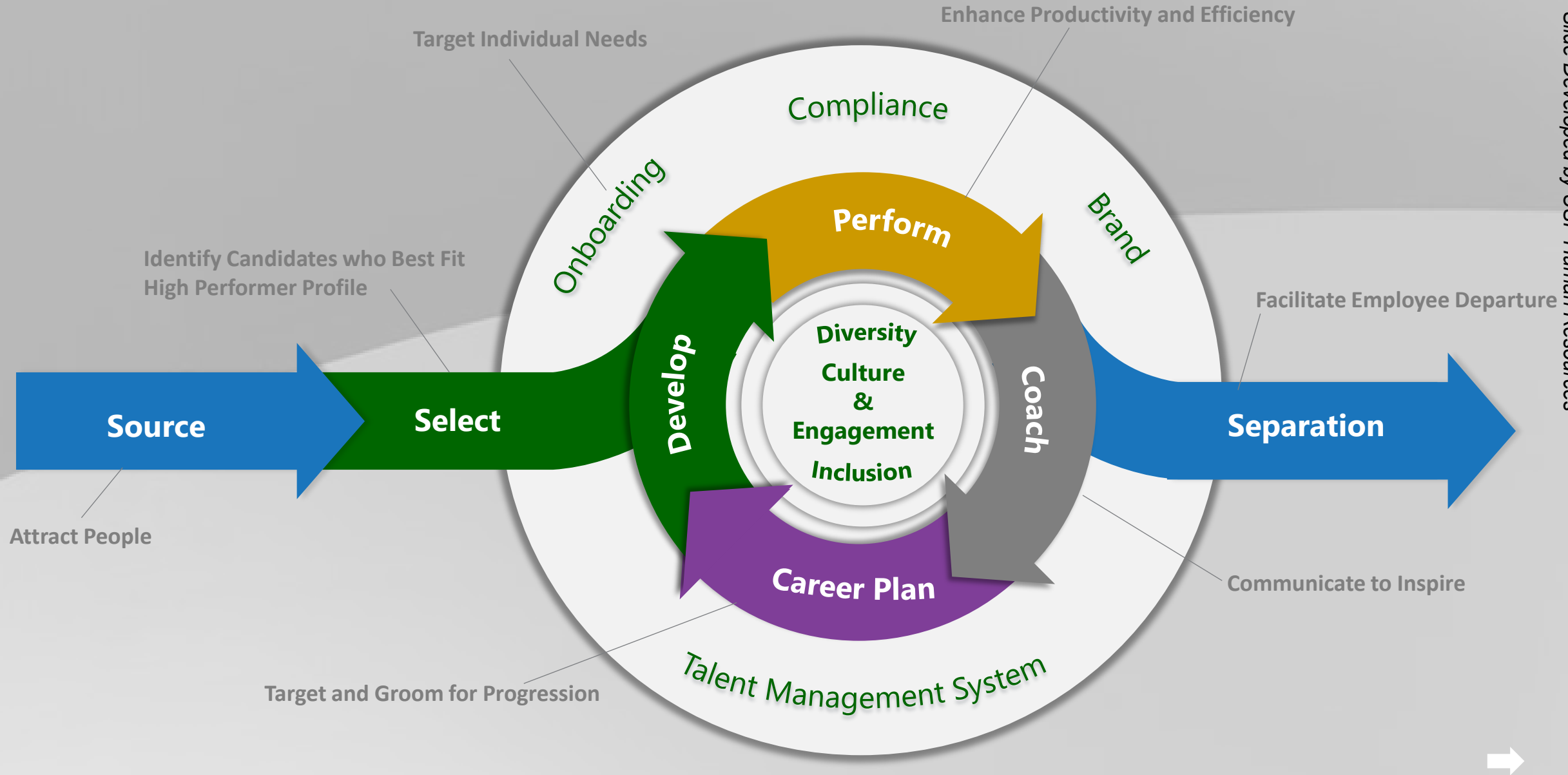
Renewal Engines

- Key strategies within four primary areas
- Designed to address University landscape and talent impacts in order to produce results

Our Strategy:

- Driving sustainable results through a high-performing and engaged workforce;
- Establishing and integrating a culture that USF can leverage as a competitive advantage

Employee Lifecycle – HR Functions That Affect Organizational Culture



Transformational HR Architecture

Recruitment

- Hire the right people for the right positions at the right time
- *Select internally motivated employees who learn and adapt quickly; essential for culture of trust and engagement
- *Build Diverse Talent Community

Onboarding & Training

- Provide employees information needed to be productive day one
- Ensure compliance and reduce risk by surfacing personalized needs in the moment of need
- Improve efficiency to reduce risk in all areas related to the University's programs and role needs
- *Communicate Principles of Community as regular expectations of supporting mission

Talent Planning

- Enhance USF's performance through developing a deep understanding of existing skills and experience relative to those needed within the organization

Performance Management

- Define objectives
- Provide feedback
- Evaluate results
- Culture of development and accountability that helps employees reach their full potential while fueling USF's success
- Assess behavior based on Principles of Community
- Align pay with performance
- View trend of employee performance over time

Competencies/Robust Job Profiles

Total Rewards

Culture & Values

Talent Management System

A strong foundation paves the way for fairness & transparency of norms and expectations.

STRONGER TOGETHER

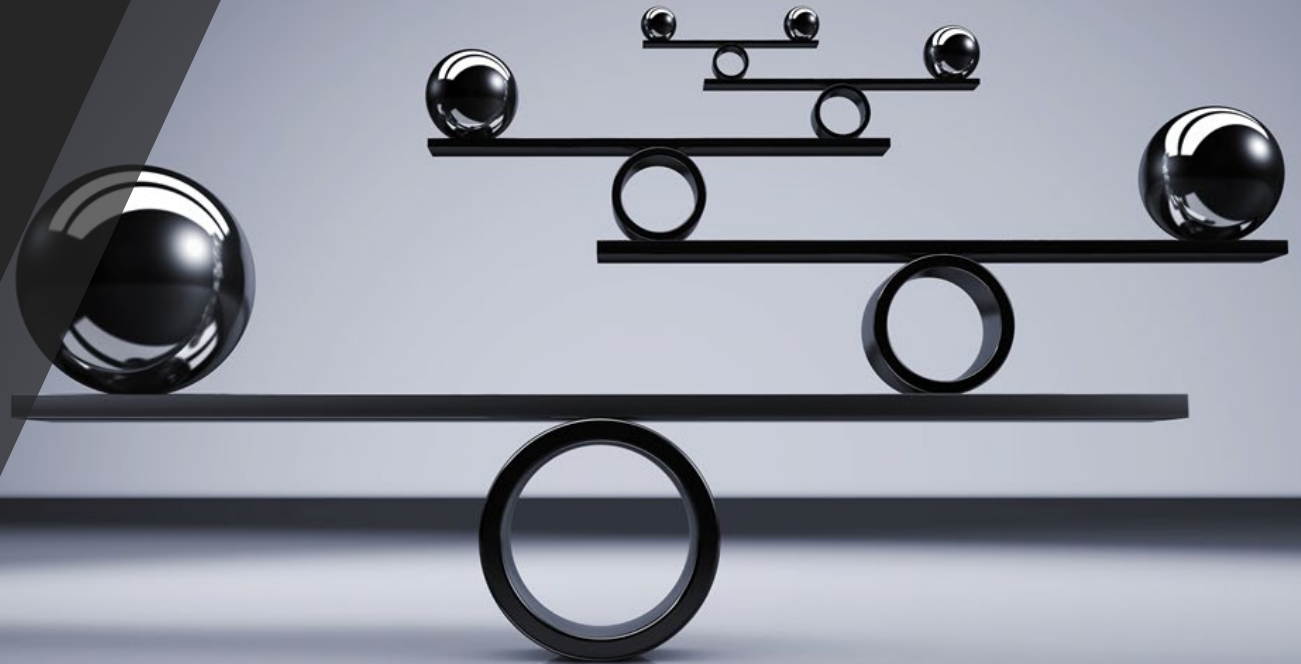
Benefits of Being a Member of
USF United Faculty of Florida



We Negotiate for You

At the University of South Florida, the terms and conditions of your employment—including salaries, sabbaticals, tenure, disciplinary actions, and layoffs—are not decided unilaterally by the USF Board of Trustees or the administrators they appointed.

In a union workplace, the employer is obligated to bargain with the union and to answer information requests. There is no such obligation in a non-union workplace.



We Lobby for You

Union representatives routinely go to Tallahassee to lobby for you on important issues such as guns on college campuses, sensible performance funding, budget reform, transparency in public meetings, and opposing anti-union and anti-faculty legislation.



We Provide Legal Representation

- Employment Liability Insurance protects members from personal financial liability as a result of service on a peer review committee, accidents, or other event occurring in the course of employment.
- An attorney referral program is available to you for non-employment related issues such as real estate, wills, and adoptions.
- UFF will represent you in a grievance—but only if you are a member of UFF. Otherwise, you may grieve, but you must provide your own representation at your expense.



Enjoy Discounts and Savings

Union membership provides you with opportunities to take advantage of discounts on products and services such as hotels, theme parks, restaurants shopping and more. For additional information, go to:

[https://fea.accessdevelopment.com/?utm_campaign=website&utm_source=Sendgrid&utm_term=Monthly-Kickoff 2021 Feb-1 REGISTERED%20V1&utm_medium=Email](https://fea.accessdevelopment.com/?utm_campaign=website&utm_source=Sendgrid&utm_term=Monthly-Kickoff%202021%20Feb-1%20REGISTERED%20V1&utm_medium=Email)



Be Part of Community

There are many opportunities for you to get involved by joining a committee, serving as a senator, or just hanging out! We often host social events such as USF Bulls tailgating, Rays games, and Rowdies games.

A photograph of two hands, one from a person with darker skin and one from a person with lighter skin, reaching towards each other in a gesture of unity or support. The hands are positioned in the center of the image, with the fingers slightly curled as if about to clasp or support each other. The background is a soft, light gray gradient.

HAVE A VOICE IN GOVERNANCE AND JOIN THE FUN!!

WE'RE STRONGER TOGETHER

Important Links:

USF UFF Home Page:
<https://uff.ourusf.org>

Join USF UFF:
<https://uff.ourusf.org/join-uff/>

Collective Bargaining Agreement:
<https://uff.ourusf.org/resources/collective-bargaining/>

USF UFF Biweekly Newsletter:
<https://uff.ourusf.org/newsletter/>



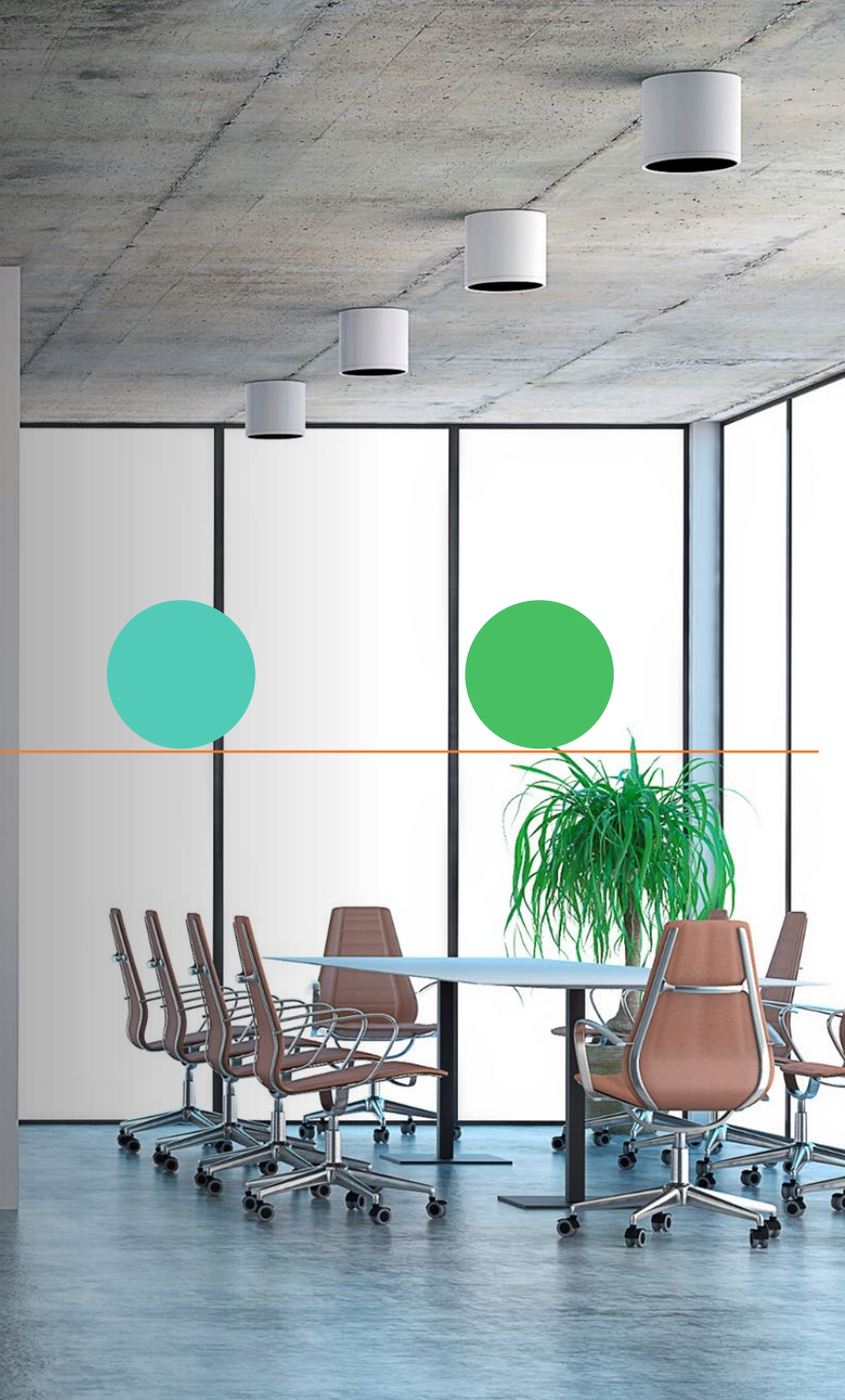
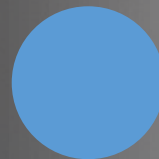
USF Faculty Senate

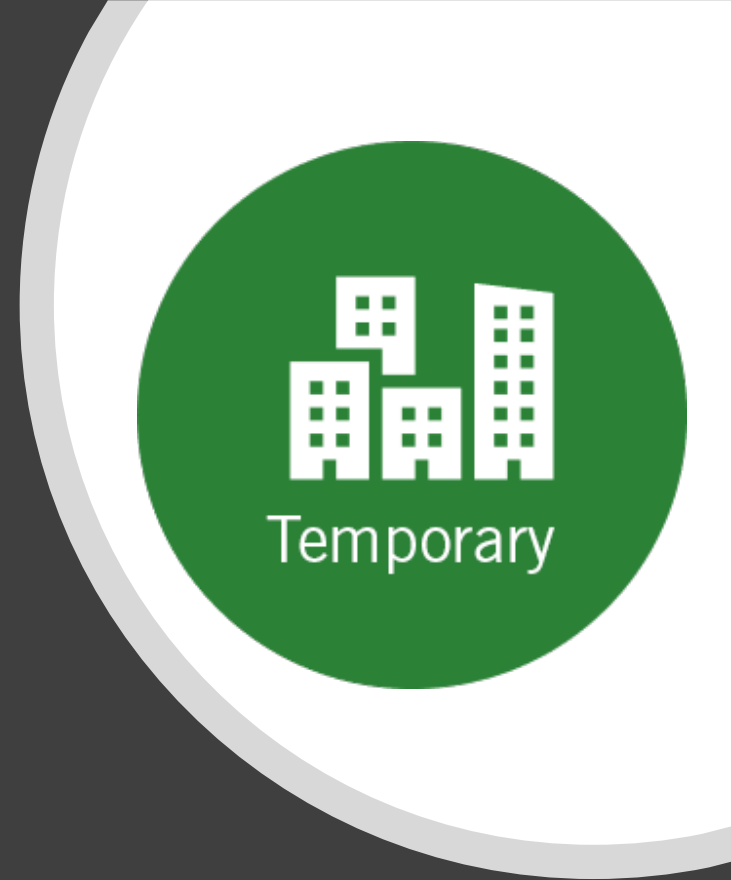
<https://www.usf.edu/faculty-senate/>

The Faculty Senate is the primary faculty advisory body to the University of South Florida President, Provost, and Vice President for Health on all matters that pertain to the academic climate of the university. The Senate has the responsibility to review and make recommendations to them considering decisions on all matters pertaining to the welfare of the University, focusing particularly on those pertaining to the academic mission.



Non-Faculty Positions and Benefits





Non-Faculty Positions



Administrative Positions

- Exempt Employees- Do not complete a timesheet (Salary)
- **NO** union representation
- Upon separation unused sick leave- See Attendance and Leave Guide for Employees
- Upon separation, employee is eligible to receive a lump-sum payment of unused annual leave not to exceed these amounts:
 - Administration and 12 month Faculty: **352 hours** (all hours in excess of 352 are forfeited)
 - Administration Executive Service: **480 hours** (all hours in excess of 480 are forfeited)



Staff Positions

- Non-exempt- You get paid for overtime (hours worked above 40 per week)
 - Because public, non-exempt employees' comp time is in lieu of overtime, public employers must credit that comp time at the same rate as cash overtime: one and one-half hours of comp time for each hour of overtime work.
- Must complete a timesheet
- Regular full-time and part-time Staff employees are entitled to one personal holiday each fiscal year.



Staff Positions

- AFSCME Collective Bargaining Agreement (union)
- Upon separation unused sick leave- See Attendance and Leave Guide for Employees
- Upon separation, employee is eligible to receive a lump-sum payment of unused annual leave not to exceed these amounts:
 - Staff Employees: 240 hours (all hours in excess of 240 are forfeited); or



Temporary Positions

- Non-exempt- You get paid for overtime(hours worked above 40 per week)
 - Because of being public employees, if non-exempt employees receive comp time in lieu of overtime, employers must credit that comp time at the same rate as cash overtime: one and one-half hours of comp time for each hour of overtime work.
- Must complete a timesheet
- Hourly positions are not eligible for any paid holidays
- PBA Collective Bargaining Agreement UFF/GAU
Collective Bargaining Agreement (union)

Annual Leave Eligibility



Employees, except for **9-month Faculty, Hospital Physicians (Hospitalist) and Postdoctoral Scholars (Post docs)** are eligible to earn annual leave hours on a biweekly basis.



Post docs - receive **sixteen (16) days of paid time off (PTO)** per calendar year.



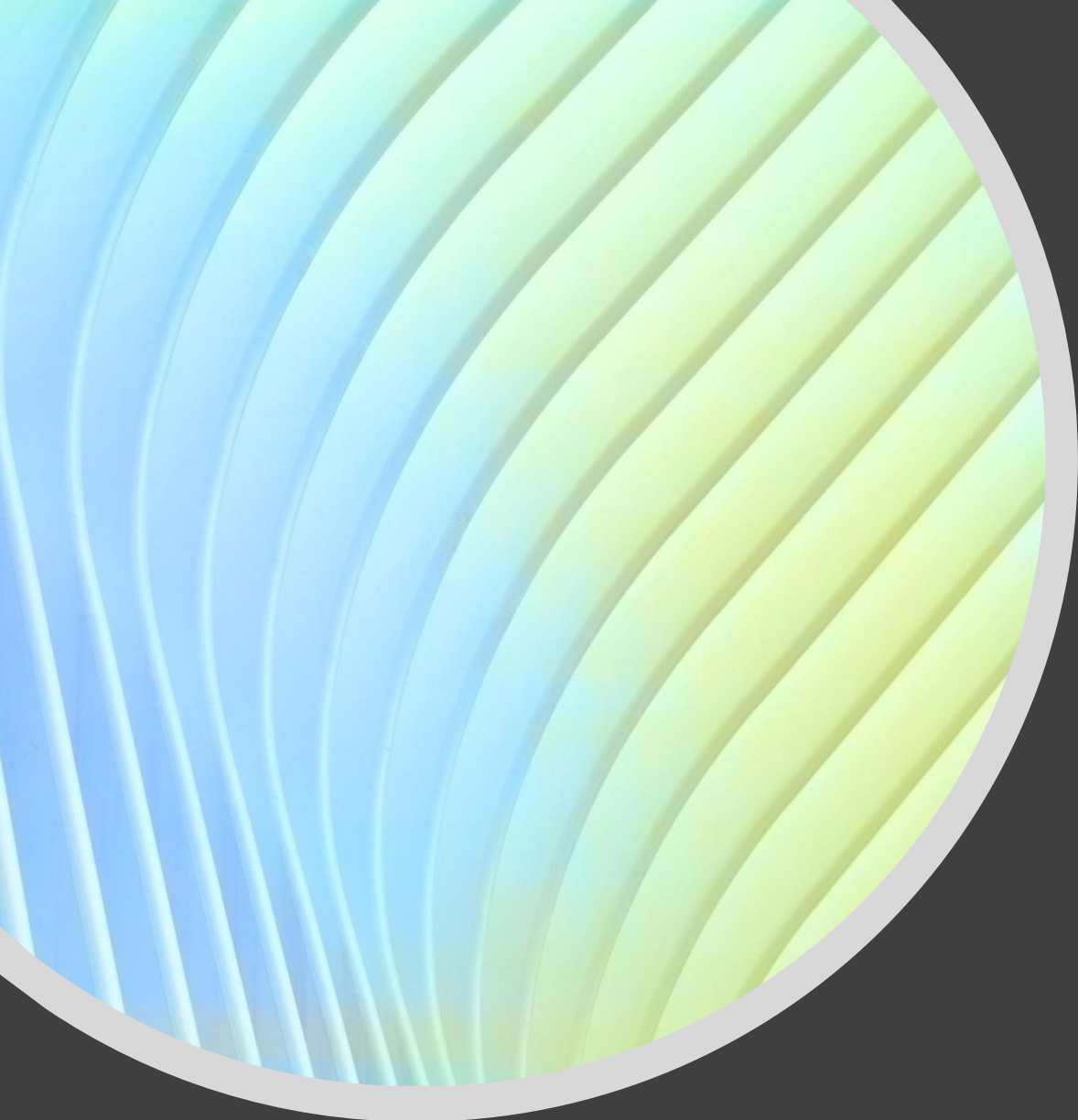
Hospitalists – receive **280 hours of paid time off (PTO)** per calendar year if employed **prior to August 1, 2016**.

If employee is hired on or after **August 1, 2016** with an **FTE of 1.0** the employee is eligible to receive a maximum of **120 hours paid time off (PTO)** per calendar year.

Hospitalists appointed at **.50 FTE** will receive a prorated allocation



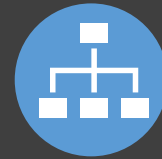
No other Temporary employees appointed to established positions are eligible for annual, personal leave or PTO.



Annual Leave Eligibility

12-Month Faculty, Administration and Staff Employees -

all eligible full-time employees appointed to established positions accrue or earn the following hours of annual leave according to their pay plan:



Administration and
12 month Faculty:
***6.769 hours
biweekly***



Administration
Executive Service:
***9.195 hours
biweekly***



Staff: **Up to 5 years**
of USF service – ***4
hours biweekly***
5 to 10 years of USF
service – ***5 hours
biweekly***
Over 10 years of USF
service – ***6 hours
biweekly***

Sick Leave Accrual

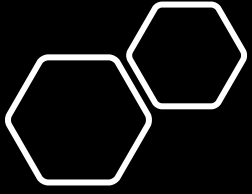
Sick leave is accrued by all employees, **except Temporary**, and permits time off from work with pay primarily, although not exclusively, for personal and family medical reasons. **There is no maximum number of hours of sick leave that may be accrued.**

- Full-time Administration, Faculty, and Staff employees accrue sick leave at the rate of **4 hours biweekly.**
- Full-time Administration Executive Service employees accrue sick leave at the rate of **5 hours biweekly.**



Support Groups, Councils, and Committees

- [PRESIDENTIAL ADVISORY COMMITTEES | USF DIVERSITY, INCLUSION AND EQUAL OPPORTUNITY](#)
- [USF Administrative Advisory Council](#)
- [Staff Senate | University of South Florida \(usf.edu\)](#)
 - AFSCME Coordinator
 - Hector Ramos hramos@afscmefl.org
 - Kelly Benjamin kbenjamin@afscmefl.org



Thank You!

please include the link to the survey
https://usf.az1.qualtrics.com/jfe/form/SV_bavtj0wslQ5xzUy

