

United Faculty of Florida - USF Chapter
5 November 2026
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Checking Your Job Information ...
...and Why It's Important

Faculty Support was on the agenda at the last Faculty Senate meeting. *"In recent months, the Faculty Senate, along with the administration, has received* ***an increased number of complaints*** *from faculty regarding the three services,"* reported an Ad Hoc Council. Complaints included, *"HR practices that continue to disrupt day-to-day university work, including* ***recurring errors in hiring, compensation, and benefits.****"* Acknowledging "the administration's sincere efforts to rectify serious and long-standing issues in support services at USF," the Ad Hoc Council observed that "persistent challenges continue to hinder USF's ability to align support services with its strategic goals and its commitment to excellence."

The Administration's response acknowledged the problems, and announced that they expect to have problems resolved by Summer, 2027.

The union as a more pressing problem. Pretty soon, *the Florida Public Employees Relations Commission (PERC) will* ***require*** *that USF provide them with the* ***correct names and home addresses*** *of all employees in the UFF USF Bargaining Unit so that PERC can mail ballots in the* ***upcoming certification election****.* Since the election is invalid unless a majority vote, failure to provide this information to PERC - *for a certification election almost certainly* ***this year*** - could result in unwelcome litigation and publicity (headline: USF Can't Tell the State of Florida Who It Employs or Where They Live).

UFF would like to avoid this (we are already paying lots of union dues money to lawyers), so we ask all employees to check their job information. And there is a good reason to do so: while UFF would like everyone to check their contact information, employees may want to check their salary information (there is a history of errors here), and their benefits information (some health insurance premiums have gone unpaid).

- **Checking Your Job Information.** We walk through some of the university's employee information system. For details, see below.

We will be conducting a membership blitz on November 16 - 20. Volunteers will be talking to faculty about joining the union - and voting in the upcoming certification election. This work is critical for keeping the contract. If you are interested in volunteering as a liaison, fill out this form: ***https://forms.gle/TB5HKj93j5J3dFJ49***.

Returning to the Faculty Senate meeting, **we have an editorial comment**. There was a lot of talk at the Senate meeting about faculty involvement and working together. Meanwhile, the Administration will be upgrading Canvas to be accessible to disabled students - or rather, the Administration has hired a company called Leapfrog Technologies to do the upgrade via a program called ***CourseLeaf***. When asked why the upgrade was not done in-house (one senator observed that USF has world-class experts and our students and post docs would get valuable experience), the Administration said it would take too long and not be as good and besides, other AAU institutions were doing it that way. Leapfrog has ... ***top men*** ... working on it. Well, they did consult some faculty.

About the Midterm Election. Despite the hooplah, the election didn't change much in Florida. But some shifts have created opportunities, and **it's time for the chapter's Government Relations Committee to start educating legislators**. Political junkies interested in making a difference - rather than being spectators, should contact ***the chapter secretary***.

Tomorrow Friday, we are meeting on USF Tampa, in the Marshall Student Center, in the Sabal Room (MSC3700). All employees in the bargaining unit - members and non-members alike - are invited to come. **The meeting will also be on Zoom: here is *the link*.** On ***the agenda***: preparing for certification and seeking volunteers and more. And here are the ***October 23 minutes***. For more information, contact ***the chapter secretary***.

Upcoming Events

Meetings and events are posted in ***the Events Calendar*** on the ***UFF USF website***. Here are events for the next few weeks:

- **November 6 at 12 noon: Chapter Meeting on USF Tampa, in MSC 3700 and on Zoom.**
- *November 6 at 5 pm: Social at New World Tampa at 810 E Skagway in Tampa.*
- November 11, Veteran's Day.
- **November 16 - 20: UFF USF Membership Blitz**

- November 17 at 1 pm, Virtual USF Board of Trustees Committee meetings (ACE & Audit & Compliance).
- November 18 at 2:30 pm, USF Faculty Senate in MSC 4200 and BAY 220.
- November 19 at 1:30 pm, Virtual USF Board of Trustees Committee meetings (Governance, Budget & Finance, Research. Innovation and Health Affairs).
- **November 20 at 12 noon: Chapter Meeting on USF Tampa, in MSC 3700 and on Zoom.**
- *November 20 at 5 pm: Social at New World Tampa at 810 E Skagway in Tampa.*
- November 26 & 27, Thanksgiving Holiday & Black Friday Holiday.

Checking Your Job Information

USF's job information is managed by something called OracleHR, provided by the ***Oracle Corporation***, the fifty-second largest company in the world, according to Forbes. Much of your job information can be accessed through OracleHR. To get there, log into ***MyUSF***, then open the Business Systems tab and scroll down to OracleHR. Clicking that takes you to a dashboard called *Me*.

The column at left is called *Quick Actions*. At the top is *Review Employee Resources*, which has links to several benefits that you may have signed up for, including *People First*, which handles health insurance.

Several USF employees who asked for their health insurance premiums be deducted from their paychecks found that they had no health insurance when they got sick or injured - and that was because ***USF Payroll had not deducted their premiums****.* USF, People First, and the insurance companies all blamed each other, but it was the employees who got stuck with the bill. So you may want to check that your premiums are being paid. Here is how.

Log in to ***PeopleFirst*** (if you haven't logged in for a while, it will want to set up a Multi-Factored Authentication protocol), and once you get in you will be at a dashboard. Notice boxes for contact information, benefits, personal profile, etc., but at the moment, check Insurance Benefits. Click that, and the next page is a table with three tabs. The Premium History Report at right tells what premiums were paid (and who paid them - you or USF), and the Over / Under Report lists over/under payments, which is typically pennies, but still disconcerting (one of the items USF Support will presumably address by next summer). If

premiums aren't being paid, or if there are underpayments, you should probably act quickly.

Returning from *People First* and *Review Employee Resources* and back to the *Quick Actions* column, your *Personal Details* includes your name, marital status, gender, that sort of thing. You can enter edits, but Human Resources will have to approve them. **Note:** it may be prudent to provide Human Resources only information that they need to know; presumably, if there is information that they need, they will ask.

Then there is the box that UFF would like you to check: Contact Information. **PLEASE CHECK YOUR HOME MAILING ADDRESS.** Incidentally, the format for displaying the home adresses is pretty horrible, but you can check that it is correct by clicking the little pencil icon at right and see that the correct information is entered in the correct boxes. **PLEASE ENTER THE CORRECT INFORMATION IF THE DISPLAYED INFORMATION IS INCORRECT.**

A lot of people have incorrect home mailing addresses. Outside of the fact that this means that the ballot PERC sends you may not arrive (forwarding is always problematic), it means that if the Administration sends you a letter to what the Administration thinks is your home address, you may not get it (and some letters cannot be forwarded). If you don't get it, the Administration will blame you for not keeping contact information up to date.

Recalling need to know, you may want to check your family and emergency contacts: are these the people you want the Administration to contact if something happens?

Those are some of the basics. There are many "app" boxes on this page, some apparently under construction, and there are several more pages accessible via the tabs at the top. All this is information on you - or, perhaps, misinformation on you - that Human Resources has. You may want to check it.

Finally, it is almost certain that a certification election is imminent. PERC's schedule has been rather capricious, but under the new law, they are supposed to schedule an election annually, and the last one was during last Winter Break. Stay tuned.

EDues issues

If you are not paying dues, you are not a UFF member - and unless you are paying dues by check, you would be getting biweekly notices from FEA's computer about dues deductions. ***If you are not receiving FEA's receipts, you are not paying eDues.*** The union put together these ***instructions***. Here is ***the***

page about eDues, and here is the link to the ***FEA form*** for joining the union and setting up eDues. **For assistance, contact us.**



Union Membership

If you are not a union member, please ***join today*** (the form connects automatically to the eDues form, so you will want to have your banking information or checkbook information handy). We are stronger standing together in solidarity.

If you have difficulties with the eDues form, see the ***instructions***.

Membership Status

If you are going on a reduced-pay leave or sabbatical, or if you are retiring or resigning, please contact us so we can adjust your eDues accordingly: visit the ***UFF Membership Policy webpage***. In particular, **if you are retiring, we encourage you to consider joining the UFF Retired chapter:** here is ***their webpage***.

The Contract Can Help

A contract can help when you get in trouble - *if you use it*. If your contractual rights are violated, you have the right to file a grievance seeking redress, and we can help. But remember, **you have thirty days from the time you knew or should have known about the contract violation to file the grievance, so if something happens, contact us asap**. For more information, see the ***Grievance Page***.



Follow us on Social Media
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Join us on Social Media

We have a Facebook group: see ***United Faculty of Florida at USF***. This page is a place where UFF members can exchange thoughts and ideas. **The page is "public", but only dues-paying UFF members are eligible to post items on the page. If you are a UFF member, ask to join on the page, and the moderator will invite every UFF member that asks to join.** Non-members are welcome to look (but you need a Facebook account to do that). So check us out ... join the conversation.

- We have a blog: see ***The USF Faculty Blog***. This has news items as they come up.
- We are on Twitter (aka X), so follow us on Twitter / X via ***@UffUsf***.
- We are on Instagram, so check us out at Instagram ***@usf_uff***.
- We even have a You-Tube channel: ***check out our videos***.

We are revamping our publicity machine, and if you are interested in social media, in membership, or in conversations with you colleagues across campus, *come join the campaign*. Contact the *chapter secretary*.

USF United Support Fund for Food Pantries

Many of our students are struggling during with food insecurity, and the USF Foundation is supporting the ***USF Food Pantries*** to help out. They are accepting non-perishable donations, but one can also make monetary donations for the pantries at all three campuses.

Details, Details

The USF-UFF Chapter website is ***http://www.uff.ourusf.org***, and our e-mail address is ***uff@ourusf.org***. About this broadcast: This Newsletter was broadcast from Constant Contact, and is intended for all members of the UFF USF Bargaining unit (USF faculty and professionals at most departments). A (usually identical) version will be broadcast to the USF-Talk group from ***mccolm@usf.edu***.

If you do not want to receive the UFF Biweekly, you can unsubscribe below or contacting ***the Chapter Secretary***. If you do not receive the Biweekly, but want to, contact ***the Chapter Secretary***.

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