Prior to the business meeting, Gordon Stone, Executive Director for the Higher Education Partnership informed the General Assembly of the mission of the Partnership and encouraged the Assembly to become an affiliate member.

Kristen Durham, Director of UREC Services discussed the membership options available at the REC for Faculty and Staff. The monthly membership is payroll deducted, includes use of the Student Recreation Center, Student Activity Center at Presidential Village and the Outdoor Pool Complex. The new Student Activity Center at Presidential Village is helping with the high volumes at the Student Recreation Center.

The meeting was called to order at 3:57 p.m. by Amy Ratliff, President.

**Roll Call:** Roll was taken via sign-in. Fifty-one members were present for General Assembly meeting.

**Minutes Approved from October 16th:** The October minutes were unanimously approved as written by the assembly.

**Officer Reports:**

**President:** Amy Ratliff
- A resolution regarding Dr. Bonner’s support of the Professional Staff Assembly has been brought forward from the Steering Committee for the GA consideration.
- John Chambers made a motion to remove the last paragraph and change the title of the resolution, after discussion the motion was approved by the GA.
- Julie Elmore made a motion to table the discussion of the resolution until the next GA meeting in February, after discussion the motion was approved by the GA.

**Past-President:** Sonya Dunkin – Absent.

**President-elect:** Jennifer Clark
- February’s GA meeting will be February 19th at 3:30 PM in 1013 SERC.
Secretary: Cheryl Rosamond
- Please email any name or job changes to Cheryl Rosamond.

Treasurer: John Chambers – No report.

Historian: Julie Elmore
- In January 2006, the PSA passed a Resolution passed to establish the Brewer Porch Fundraiser as an annual project. This was the 8th year for the project and the PSA raised $847. Alabama One Credit Union matched the PSA’s donation so the PSA was able to provide Brewer Porch with $1,694 for the residential children at the facility over the holidays.

Parliamentarian: David Brown
- Reminder that only another professional staff member can represent a member when they miss a meeting and the substitute needs to sign their name next to the absent member on the roster. Your substitute cannot be another member of the PSA.

Committee Reports:

Ad hoc Scholarship: Jennifer Clark
- Working with the Advancement department to finalize the donations to the Mark Foster Scholarship fund.

Professional Development: Lynn Tobola & Jennifer Watson
- The Professional Development Committee sent a survey to 49 who attended the public speaking event. Results will be forthcoming.
- We are organizing the outstanding award nomination form to go out to PSA members. The Communications Committee will assist with that.

Staff Life: Stephanie Linard
- Requested suggestions or information to add to their current research regarding Faculty and Staff recreation benefits as compared to other SEC schools.

Technology and Web: Kim Smalley - No report.

Nominations and Elections: Nancy Holmes
- Nominations are open from January 12th - February 4th and Elections will be held from February 16th - March 13th.
- Encourage professional staff in their respective departments to get involved. Also, before nominating someone to the PSA, please make sure that they are willing.
- Survey has been changed from Survey Monkey to Qualtrics. Please let the Committee know if anyone encounters problems.
- Nancy thanked the Nominations and Elections Committee for their efforts.
Communications: Tyler Uzzell and Rebecca Royen
- Working to re-establish the PSA’s social media presence. Like us on Facebook and follow us on Twitter (BAMAPSA).

Service and Outreach: Mary Thornton
- We collected 126 coats for the coat drive (33 of them came from OCT Assembly), raised $1,694 for Brewer Porch. This is $847 from PSA and $847 from Alabama One. $75.00 in gift cards for Alabama Reach, 14 packs of diapers, two packs of little girl panties, and $50.00 for DHR, and 5 cell phones for Verizon Hope Line.
- This semester we are partnering with Rite Aid to collect toiletry items for DHR and Alabama Reach and we will continue the cell phone collection.
- Next month’s item to bring is tooth paste.

Assembly Operations: David Brown – No report.

Standing Committee Reports

- Campus Master Plan – Lynn Heard
  - Bryce property; 26 acre additional parcel was recently added, wooded with a lake, use for recreation, ropes course, zip line, camping
  - Added 118 acres from Partlow campus for storage, lay down area, bus parking, fleet, entirely fenced
  - New parking deck at Bryant Conference Center about 1,000 spaces
  - New road=North Campus Way with fully signalized intersection connecting Jack Warner Parkway

- Safety and Security – Terry Davis – No report.

- Equal Opportunity – Andre Love
  - The committee will meet on January 30th.

- Faculty/Staff Benefits – Leslie Guy – No report.

- International Education – Gayle Howell
  - The International Education Committee has formed a sub-committee to look at options for providing short-term housing for visiting international faculty. We are reviewing a model that the University of Minnesota has successfully used for a number of years.

- Libraries – Mary Thornton – Absent.

- Parking and Traffic – Naomi Powell - Absent.

- Student and Campus Life – Julie Elmore – No report.

- Student Health – Katherine Johnson – No report.

- Undergraduate Programs – John Chambers
  - Guest speaker shared finding from a student retention study. It turns out that we lose as many students from the 3rd and 4th years as we do from their 1st and 2nd year.
  - Cori Perdue presented to the Committee on Graduate Student programs. A few of these are the Tide Together mentoring program, the Graduate
Parent Support program, the Graduate Ambassador group, the Graduate Student Association, and the Three Minute Thesis Competition.

- **University Recreation** – Andy Akin
  - The University Recreation Committee met last in early December. Last week the committee submitted a resolution to Student Affairs requesting University Recreation be funded at a higher level, more aligned with peer institutions.

- **Information Technology** – Kim Smalley
  - Developing social media guidelines for the University.

- **Intercollegiate Athletics** – Darrell Hargreaves – No report.

- **Faculty Senate** – Kathy Bir – Absent.

- **Committee on University Committees** – Cori Purdue – No report.

- **OCTA** – Alyson Jarnigan - No Report.

**Announcements:**

- You should have received a ballot for the Teacher’s Retirement System of Alabama, please vote.
- Salvation Army and the West Alabama Food Bank need donations.
- AAW will be meeting Monday, if you are interested email Amy Ratliff for more information.
- PSA General Meeting: February 19th at 3:30 p.m. 1031 SERC

Adjourned at 4:40 pm.