The meeting was called to order at 3:30 p.m. by Allan Guenther, President.

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

**Minutes Approved from November 2012:**

Darrell Hargreaves moved that the November minutes be approved as written. The assembly unanimously approved the November minutes.

**Officer Reports:**

**President:** Allan Guenther
- Allan thanked everyone for attending and reminded everyone that a quorum will be needed in March as well.
- Election season just ended for nominations. Mukesha did a great job with the process. We will vote on those nominated in early March.
- Allan reminded everyone of the Cloud Computing sessions coming up.
- He read a thank you letter from the Director of Brewer-Porch for PSA’s donations to the Holiday Fund. Allan received several thank you letters from some of the children at Brewer-Porch that he placed on the front table for everyone to see.

**President-elect:** Sonya Dunkin – no report

**Past-President:** Tom McLeod – not present

**Secretary:** Gayle Howell – not present

**Treasurer:** John Chambers – not present

**Historian:** Randy Mecredy - not present, sent a substitute in his place

**Parliamentarian:** David Brown - no report

**Committee Reports:**

**Ad hoc Scholarship:** Sonya Dunkin – no update
**Professional Development:** Rachel Frazier and Lynn Tabola
- As of this date, there are 62 signed up for the Feb 26th session on Cloud Computing and 63 signed up for the Feb 27th session. The number registered shows there is a need for this topic to be covered. They thanked the two presenters, Reata Strickland and Josh Michael.
- The Outstanding Professional Award nominations will open on March 4th and will be open for a month. Dr. Bonner will present the award again this year.

**Staff Life:** Amy Ratliff
- Amy reminded everyone about Bama Perks and encouraged everyone to go to the website to look at the many vendors enrolled in the program which provide discounts to UA staff. HR actually maintains the site and vendors list. The list is constantly growing as new vendors join the program. New businesses can contact HR for information.

**Technology and Web:** Donald Malone – not present

**Nominations and Elections:** Curt Ward & Mukesh Volts
- Nominations closed Monday, February 18, 2013. Most areas received nominations. Mukesh read a list of those that did not. Elections open March 4th.

**Communications:** Latasha Watters
- Alan thanked Latasha for the emails she sent on behalf of the Nominations and Elections and Professional Development Committees. Latasha suggested that if you are not getting emails from the PSA, to check your junk mail and let her know. A “bama mail” address is required.

**Career Connections:** Naomi Powell
- An email was sent requesting mentors for Career Connections. There were over 245 students who signed up for the program and only 36 mentors. After the email went out, she had 73 mentors, taking 1-10 students. She took the list of mentors and their areas then let the students select their area of interest based on the mentors’ roles on campus. The mentor decides the number of times to meet with the student, based on availability.

**Service and Outreach:** Julie Elmore & Mary Thornton
- The committee will continue to accept donations of cell phones through the end of the semester.
- The spring project is the collection for small to medium size, soft-sided, suitcases and toiletry items to benefit children entering into Foster Homes through the Tuscaloosa County DHR. Grant proposals have been submitted to Wal Mart and Committee members have contacted Big Lots, CVS, Rite Aid, and Walgreens. Dr Rush Smith’s office has donated over 60 toothbrushes. Julie encouraged anyone with a contact who may be willing to make a donation to reach out to that person or business. Donations will be accepted until May 15th.
- Age appropriate toiletries are also being collected for UA students seen through the Dean of Students office. Monetary donations will be accepted from anyone
who would like to contribute. Julie will shop and provide receipts showing how the donations were utilized.

**Assembly Operations:** David Brown

- They were tasked to give advice on how to handle ties in the election process. They will have a proposal and will discuss at the next Steering Committee meeting.

**Standing Committee Reports**

- **Campus Master Plan – Tom Land**
  - At the November meeting, George Brown, Director of University Recreation, shared the results of the Rec Center survey. Usage is up 69% over the last 6 years. They may be asking for an addition to the current Rec Center.
  - A new Rec Center will be built near the new residence halls that will be geared toward that population.
  - The survey indicated that the current Aquatic Center is outdated.
  - Outdoor Recreation and the softball fields will be moving to the Bryce property with the Bike Shop moving to the round building on the property.
  - They will be adding a challenge course/ropes course which will be located on the Bryce property.
  - Gina Johnson talked about parking closures and changes that would be taking place in the near future.

- **Safety and Security – Yolanda Eubanks - no report**

- **Equal Opportunity – Katherine Klose - no report**

- **Faculty/Staff Benefits – Peter Pierre - no report**

- **International Education – Kim Olin - no report**

- **Libraries – Mary Thornton**
  - Renovations to Gorgas Library are moving forward

- **Parking and Traffic – Naomi Powell - no report**

- **Student and Campus Life – Julie Elmore**
  - The Committee is looking at ticket distribution in the upper bowl and ways to encourage students to stay at football games until the end. Darrell Hargreaves attended the last meeting to share information on block seating and any information he had from Intercollegiate Athletics.
  - The Election Board will continue to meet weekly until after SGA elections are over. All but one executive office will be unopposed this time.

- **Student Health – Jessie Hitchins**
Visits to the Health Center are up. They are looking at expanding the facility.

There is a second round of the flu virus coming. Flu shots are still available and you can get a second vaccine. The Health Hut gets 200+ visits a day.

- Undergraduate Programs – John Chambers - no report
- University Recreation – Daniel Feig - no report
- Information Technology – Cathy Morris - no report
- Intercollegiate Athletics – Darrell Hargreaves
  - The committee toured the new facilities by the Coliseum and Champions Plaza. These facilities are needed to keep UA in completion with other schools.
  - They will be discussing block seating at an upcoming meeting.
- Faculty Senate – Andy Maddox
  - Strategies are in place for the search for our new Vice Provost. They are looking at updating the Faculty Handbook and he asked if there were plans to update the Staff Handbook.
  - The SGA is doing a survey on a smoke-free campus. Allan stated that Matt Calderon, the SGA President, has called a meeting on March 4th with various people in regard to the smoke-free policy.
- Committee on University Committees – Tom McLeod - no report
- OCT – Karen Silliman
  - Met Dec/January. They are collecting Easter candy for Focus on Senior Citizens.
  - They will recognize the Outstanding Staff member at their May meeting.
- OCT – Sherry Phillips - absent

New Business:

Rick Dowling spoke about the UA System Scholars program.

Old Business:

Announcements:

Steering Committee: March 14, 3:00 p.m. 216A Lloyd Hall
PSA General Meeting: March 21, 3:00 p.m. 118 Graves Hall

Adjourned at 4:07p.m.

Addendum to the Minutes
PSA Meeting, February 21, 2013
Dr. Bonner was the guest speaker. She spoke about the success UA has had despite the economic downturn. When other Universities had to lay people off or freeze positions, UA has been able to provide raises. UA has been able to do this because we have done a good job at recruiting and enrolling students. This past fall, there were 26,000 freshmen applications and 6397 were admitted. We have grown faster than most institutions with a current enrollment of over 33,000 students. There have been over 29,000 applications for freshmen seats for Fall 2013. She stated that we need to set a goal to attract and graduate students and that each of us play a role in helping students be successful.

She was asked what her vision is for the next 5 years. Retention of freshmen to the sophomore year is important. We need to make sure students get what they need to graduate and be successful.

She was asked about the increasing rate of enrollment. She stated that it needs to be slowed some but we also don’t need to look to the State for funding. We need to find ways to be more efficient and how to do things better at less cost. Our financial stability is why we have been able to add more parking, build new residence halls and academic buildings, etc. The infrastructure has grown as enrollment has grown.

She was asked about retention rates. There are many reasons why students drop out or don’t return after their freshmen year. As we attract more out of state students, retention is more difficult for a variety of reasons – homesickness, an ill parent, etc. She spoke about a program that the University of Florida has in place that allows students to track what they need to do each year to be successful and graduate. Their retention rate is 90%.

The freshmen class is expected to be close to 6400 with 26,000 in the applicant pool. UA has gotten more selective as to who is admitted. UA is trying to increase the quality of students that are admitted with the goal of these students graduating. She was asked if preference was given to Faculty/Staff dependents being admitted and she is not aware of any who have not been admitted. UA is aggressively going after Alabama as well as out of state students.

She was asked about her vision for the Bryce property. As soon as the new hospital is completed, UA can begin looking at how to best use the property and resources that are already in place. The Campus Master Plan is on the website and includes proposed plans for the property.

The Board of Trustees and the Chancellor are interested in our three campuses working together in several areas, including distance education classes as well as purchasing items that all campus use. This would allow UA to receive better pricing on common items.

She was asked about UA working with the City of Tuscaloosa and she mentioned that there is a good “town and gown” relationship with the City and UA.