The meeting was called to order at 3:00 p.m.

A quorum was present at roll call.

A motion was made to approve the November minutes as presented. The motion was seconded. The assembly unanimously approved the October general assembly minutes as written.

**Special Presentation** Reata created a lovely memorial presentation for Mark Foster

**Scholarship Ad-hoc committee report** Kathleen Gillan

The ad-hoc PSA Scholarship Committee investigated the requirements to set up a scholarship and presented the finding to the Assembly in September. The PSA unanimously approved moving forward with the scholarship with our next step that of paperwork and a name for the scholarship. Bill Elrod, Director of Advancement and College Relations for Continuing Studies, graciously agreed to file our scholarship paperwork with advancement and help PSA with a quick and easy deployment. Over the past few weeks, our committee has received input from the UA professional community for name consideration.

This committee is proud to put forth the name of Mark Foster for the Professional Staff Assembly Scholarship.

Our next step is to vote on the scholarship name and encourage donations for the scholarship. While we are raising funds for the scholarship, Dr. Gilbert suggested we work with the UA established scholarship group. This group can help with scholarship qualifications and serve as a scholarship selection committee.

Some information on Mark Foster:

Mark served as PSA President in 2007-2008 and as chair of Assembly Operations 2010-2011. Mark was active in the formation of PSA and was part of the Professional Staff Constitutional Convention that voted to establish the Professional Staff Assembly.

Dr. Mark Nelson had this to say about Mark Foster:

As you know by now, our colleague, friend and longtime member of the University of Alabama community, Mark Foster, passed away unexpectedly on Christmas Day. A graduate of the University, Mark served the Division of Student Affairs and the UA community in many capacities. At the time of his death, he was the assistant director of Judicial Affairs. Mark served also as an On-Call Dean, worked with UAPD, and worked part-time with the Athletics Department. His dedication to students, his colleagues, and the University was abiding and evident to all who knew him.

The PSA unanimously approved naming the PSA scholarship the Mark G. Foster Professional Scholarship.

**Officer Reports**
President – Reata Strickland

The Scholarship Ad hoc committee has suggested naming the scholarship the Mark Foster Professional Scholarship. Reata shared this with Dr. Bonner and she said she would fund the scholarship so that the PSA could begin awarding the scholarship. The PSA has 5 years to raise $25,000 to endow the scholarship. Dr. Gilbert suggested the PSA utilize the UA scholarship selection committee to help administer the scholarship. Dr. Nelson would like to take the first recipient of the scholarship to lunch with Mark Foster’s brothers.

Cathy Butler from University Relations will be doing a story in the Dialog about the Professional Staff Assembly. She will include information about the new scholarship.

Daphne Wright has joined the PSA, welcome.

Past-President – Jill Beville

Jill Beville represented the PSA at the Faculty Senate meetings in December and January. Highlights from the December meeting were that their representative to the Faculty/Staff Benefits Committee is bringing three items for discussion before that committee 1) the cost of maintenance drugs on the plan, 2) policy regarding if sick for 3 or more days must apply for FMLA, 3) the disproportionate increases in premiums for those categorized as double-offset.

At the January meeting, President Witt addressed the Faculty Senate. Highlights from his report include:

- Building projects are currently on schedule; moving forward with the 4th phase of the science/engineering complex. The new residence hall project has begun and will open in August of 2012, Rose Towers will come down in May 2012 and the next phase of the residence hall and recreation center will begin construction.
- Enrollment applications are up, Admissions has received over 20,000 applications already for Fall 2011.
- The administration is waiting to hear if there will be proration this year. However, if there is, like in years past, the central administration budgets will cover this and individual departments and units will not be affected.
- The Television and Radio stations will be relocated to the end zone of the football stadium in a few years to enhance and expand their operations.
- Total enrollment for Fall 2010 was 30,232 students.
- Anticipate enrollment to level off at 31,000 students and then need to look at entrance requirements and raising the standards.
- In responding to a question from a faculty member, President Witt expressed his opinion that we are becoming a stronger research institution.

President-Elect – Tom McLeod

Tom commended Reata on a job well done with the idea and implementation of the Professional Scholarship. Tom committed that funding the scholarship would be a priority next year during his administration.

The February PSA general assembly meeting will be held in 205 Gorgas Library.

Secretary – Kristina Hopton-Jones

No report.

Treasurer – John Chambers

Brewer Porch has received the funds to purchase cards for the students.

Parliamentarian - David Brown

No report.

Historian – Randy Mecredy

No report.

Committee Reports

Assembly Operations –David Brown

David is taking over as interim chair of the committee. There is some unfinished business regarding an amendment to the bylaws. David read the amendment again “The President, with the approval of the Steering
Committee, shall have the power to appoint all officers of the Professional Staff Assembly not covered by the Assembly Bylaws.” The PSA unanimously approved the amendment.

- **Communications & Public Relations – Allan Guenther**
  The C&PR committee is waiting on some final information for the stories on Nominations and Elections, and Service & Outreach to include in the January issue of the PSA newsletter. The newsletter will include a story about Mark Foster. The tentative delivery date of the January issue is January 21.

- **Nominations and Elections – Tony Daily**
  The committee will meet later this month to work on the upcoming elections.

- **Professional Development – Sonya Dunkin**
  The Web for Dummies program will be held February 22 in the new Nursing building. The website is up and includes a registration page that is ready for participants.
  The Outstanding Professional Award is coming up and there will be more information on that at the next meeting.

- **Service and Outreach – Ralph Clayton and Mary Thornton**
  Last semester, $1,555 was raised for the Brewer Porch project, 45 pints of blood were donated, and 50 coats were donated and sent to Temporary Emergency Services.
  This semester, the committee is holding a professional clothing drive, taking donations for the Ronald McDonald House at DCH, and will continue to work with the blood drives. More information on these projects will be coming soon.

- **Staff Life – Kendra Daily has stepped down from this committee**
  If you serve on the staff life committee and you would like to serve as chair, please see Tom or Reata.

- **Web – Donald Malone**
  No report.

- **Career Connection – Naomi Powell**
  The program is going well so far.

**Standing Committee Reports**

- **Campus Master Plan - Tom Land – No report.**
- **Committee on University Committees – Amelia Delos Reyes – No report.**
- **Safety and Security - Ralph Clayton -** The committee met on December 6 and discussed the updates to the campus master plan regarding crosswalk standards and lighting.
- **Equal Opportunity – Rebecca Minder – No report.**
- **Faculty/Staff Benefits - Allison Arendale - No report.**
- **International Education – Kat Gillan has moved to Student Life and Yolandia Eubanks is the new chair - The committee meets the first week of February.**
- **Libraries - Mary Thornton - The committee has not met yet, but they will next month to approve the budget.**
- **Parking and Traffic - Naomi Powell – The committee will meet for the first time this semester in February.**
- **Student and Campus Life - Julie Elmore - The committee will meet later this month. Julie is on the elections board and they are considering eliminating stickers and chalking this year.**
- **Student Health - Beth Motherwell has stepped down and Kat Gillan will is the new chair - No report.**
- **Undergraduate Programs- John Chambers - The committee has been divided into 2 groups to look at items the Provost assigned. Dr. Bonner said that the freshman year experience program has done an exceptional job**
retaining freshman students, but now sophomore students have a high drop-out rate. The other group is looking at freshman literature.

- University Recreation - Blake Bedsole - No report.
- Information Technology - Terry Davis - No report.
- Intercollegiate Athletics - Darrell Hargreaves – No report.

New Business

Bill Elrod shared some information on the new professional scholarship. Solicitation for giving to this scholarship will be sent out by next week at the latest.

Old Business

No old business.

Announcements

Jill Beville is trying to reschedule Margaret Garner for the February PSA meeting to discuss the legislative action and the Higher Education Partnership program.

Steering Committee Meeting Thursday, February 10 at 3:00pm Lloyd Hall
PSA General Assembly Meeting Thursday, February 17, 2011 at 3:00pm 205 Gorgas.

Adjourned at 4:00