STEERING COMMITTEE MEETING
August 9, 2012

The meeting was called to order at 3:00 p.m. by Allan Guenther, President.

Minutes Approved from June 2012: (there was not a quorum at the July meeting, so this item was carried over for approval at the August meeting)
Tom McLeod made a motion to approve the June 14, 2012 minutes as written. John Chambers seconded the motion to approve the minutes. The assembly unanimously approved the June 14 minutes.

Officer Reports:

President: Allan Guenther
• Allan reminded the Steering Committee of the next General Assembly on August 16th as the PSA will award the Mark Foster Scholarship to Erin Harney. Erin manages the Gorgas House and is really excited to have been named this year’s recipient of the scholarship. Erin will attend the August General Assembly to receive the award. Darien Foster, one of Mark Foster’s brothers will attend the August General Assembly as a representative of the Foster Family. Dr. Mark Nelson has been informed of the General Assembly and has tentatively agreed to attend. Dr. Nelson, Erin Harney, Darien Foster, Allan Guenther and Sonya Dunkin will attend lunch in September to celebrate the awarding of this year’s scholarship. Sonya did a great job of organizing the process of choosing this year’s winner.
• Diane Teague is scheduled to attend and speak at the August General Assembly, following the scholarship ceremony. Diane represents the UA Retirees Association.
• The PSA OCTSA representative is still vacant. Allan will solicit volunteers at the August 16 General Assembly.
• Allan welcomed Mukesha Voltz, who recently agreed to begin co-chairing the Nominations and Elections Committee with Curt Ward.

President-elect: Sonya Dunkin -- Absent

Past-President: Tom McLeod
• Tom informed the Steering Committee that the Committee on Standing University Committees has mailed letters to all appointees for the 2012/2013 year. Preferences survey for next year will likely be sent out in the fall.

Secretary: Gayle Howell -- Absent
Treasurer: John Chambers -- John asked Allan to verify that funding issues are taken care of in regards to the awarding of the Foster Scholarship. Allan shared that he has had conversations with Sonya Dunkin, who says all is in place.

Parliamentarian: David Brown -- No report

Historian: Randy Mecredy -- No report

Committee Reports:

Nominations and Elections: Mukesh Voltz -- Present and Curt Ward -- Absent
- Mukesh reported that the committee is in the early stages of organizing the elections process for next year. Allan shared that he will provide an updated roster with available slots for next year later this fall. Tom McLeod suggested the Nominations and Elections Committee develop a system for handling voting ties. Mukesh agreed to work with her committee to explore options for handling this.

Assembly Operations: David Brown
- David will ask his committee to discuss how to handle voting ties as well.

Communications and Public Relations: Jackie Howell and Latasha Watters
- Jackie recapped the e-newsletter and thanked all who provided content. If anyone has updates for the PSA Facebook and Twitter accounts they should be sent to Latasha Watters.

Professional Development: Deidra Perry and Rachel Frazier
- The professional training survey is being developed and likely will be sent out in mid September or early October.
- Rachel mentioned the Professional Development Committee will be partnering with the Staff Life Committee to identify and share various perks that campus staff receive, that they might not be aware of.

Service and Outreach: Julie Elmore and Mary Thornton -- Absent

Staff Life: Amy Ratliff -- Absent
- Amy sent Allan an email update prior to the meeting and below is a summary of that update:

Smoking Policy: The survey of UA professional staff netted nearly 400 responses. With close to 80% of the responses in favor of a smoke-free campus, the committee will meet to review all the data and begin work on drafting a resolution. The resolution will need to go through the PSA Steering Committee first, prior to being shared with the General Assembly. The committee will analyze the survey data and attach a summary to the resolution to show support.

Child Care: The committee has been working with Cori Perdue, Work Life Manager for HR to discuss this issue. Ideas were tossed around about conducting another campus survey on this issue, but that has been tabled for now. Cori is identifying ways to disseminate the information on services, related to childcare, already available to UA
students, faculty and staff. She is working on things such as a list-serve with community activities for children, developing a childcare network connecting students with families that may be looking for care, as well as many others. She plans to migrate some of the same services and offer those campus wide. At this point, the PSA will wait for Cori to let us know if there are ways we can support her efforts in communicating information to our membership. She will be considered as a possible General Assembly speaker in the future.

**Web and Technology:** Donald Malone
- Donald added the Foster Scholarship recipient to the website. He suggested that photos be taken at the August General Assembly and Allan said he would discuss with Sonya Dunkin to see if this is a possibility.

**New Business:**
- None

**Old Business:**
- None

**Announcements:**
- Next PSA General Assembly: August 16, 3:00 p.m. Graves Hall, room 118
- Next PSA Steering Committee: September 13, 3:00 p.m. 216A Lloyd Hall

Meeting adjourned at 3:31 p.m.

Meeting minutes compiled by Rachel Frazier.