The meeting was called to order at 3:05 p.m. by Tom McLeod, President.

Roll was taken via sign-in. Fifty-five members were present for General Assembly meeting.

Tom asked if there were changes necessary to the March minutes. None were needed; a motion was made to approve the minutes as written and posted to the website. The motion received a second and passed unanimously.

**Officer Reports**

**President:** Tom McLeod
- Tom introduced the 2011-2012 officers. He also drew attention to the two handouts that were on the sign-in tables, which were a list of the officers and their email addresses, and a list of PSA committees and the committee chairs. The second handout doubled as a signup sheet for committee membership.

**President-elect:** Allan Guenther
- No report

**Past-President:** Reata Strickland
- No report
- As chair of the ad hoc Scholarship Committee, Reata read the document developed by the committee detailing the eligibility criteria and application instructions for the Mark G. Foster Scholarship. She announced that Dr. Bonner will provide the funds for the first five years so the scholarship can be awarded prior to reaching endowment. A motion was made to close the discussion. That motion was passed. Reata made a motion on behalf of the Committee to adopt the document. The motion passed.

**Secretary:** Gayle Howell
- No report

**Treasurer:** John Chambers
- No report

**Parliamentarian:** David Brown
- No report
Historian: Randy Mecredy
- Randy gave a *Moment in History* report on the formation of the PSA in April, 2003.

Committee Reports: Tom asked the committee chairs to tell the new members what responsibilities each committee has.

Staff Life: Cathy Morris
- This committee represents the concerns of the staff. They investigate concerns brought to their attention and make recommendations.

Service and Outreach: Julie Elmore & Mary Thornton
- Mary reported that they oversee a fund drive for Brewer Porch, help with the Brewer porch garden, conduct the coat and professional clothing drive, and organize blood drives.

Professional Development: Sonya Dunkin
- This committee conducted a survey this last year to learn the needs of the professional staff. The survey revealed that there was interest in advancing technology skills, especially web development skills. The committee planned and conducted a one-day course called “Web Design for Dummies”. Perhaps the committee will conduct another such survey this year. This committee is also responsible for the Professional Development Awards Program.

Nominations and Elections: Vacant
- Tom McLeod announced that this committee is currently vacant and encouraged those interested in working with the election of PSA General Assembly members to sign up for this committee.

Communications: Jackie Howell
- The primary function of this committee is to communicate with the PSA members and all professional staff. They do so with a newsletter and e-blasts throughout the year.

Assembly Operations: David Brown
- This committee advises the Steering Committee and the President in regard to the by-laws of the Assembly to ensure that Parliamentary Procedures are followed. They also review the by-laws annually.

Technology: Vacant
- Tom McLeod announced that this committee, too, is vacant. This is the committee that provides support for all of the PSA. They also have interesting projects. Tom suggested that anyone interested in this committee speak with Donald Malone, as he has been on it this past year.

Web: Donald Malone
- This committee maintains the PSA website.

Ad hoc Committee on Scholarship: Reata Strickland
This committee has created the Mark G. Foster Scholarship and is now in the process of preparing for the first round of applications to be considered. The committee will promote the endowment of the scholarship.

Ad hoc committee on Career Connection: Naomi Powell

- Naomi reviewed that this committee is responsible for a program that matches students to professional staff for the purposes of job shadowing.

Standing Committee Reports

- Campus Master Plan - Tom Land
  - Hackberry Lane will be closed in part most of Interim session.
  - A new procedure for issuing parking passes is going to be implemented.

- Committee on University Committees - Vacant
  - No report

- Safety and Security - Vacant
  - No report

- Equal Opportunity - Rebecca Minder
  - No report

- Faculty/Staff Benefits - Allison Arendale
  - No report, as this committee meets at the same time as this meeting.

- Faculty Senate - Jill Beville
  - The newly elected President is Dr. Clark Midkiff and VP is Deidre Lever-Dunn.

- International Education - Yolandia Eubanks
  - No report

- Libraries - Mary Thornton
  - The committee is still meeting with architects in regard to the addition to the front and the replacement of the facade of the Amelia Gayle Gorgas Library.

- Parking and Traffic - Naomi Powell
  - At the March meeting it was announced that the H. M. Comer (aka MIB) building parking lot will be faculty/staff only.
  - The five-year plan is being updated.

- Student and Campus Life - Julie Elmore
  - Will meet April 27 to discuss parking policies for students.

- Student Health - Vacant

- Undergraduate Programs- John Chambers
• No report

• University Recreation - Vacant
• Information Technology - Vacant
• Intercollegiate Athletics - Darrell Hargreaves
  o There have been emails sent recently to faculty and staff from a ticket broker seeking to purchase athletic tickets; employees should not be receiving those emails any longer.
  o UA employees who consider selling their faculty-staff football tickets or their football ticket order form should be aware of their obligations as state employees under the state ethics law. This law says that state employees cannot receive personal gain for themselves or members of their family as a result of their state employment.

New Business: None

Old Business:
Mary Thornton announced the availability of Sexual Assault Awareness ribbons which members are encouraged to wear in support of the resolution passed unanimously at the March PSA General Assembly meeting.

Announcements:
Steering Committee: May 12, 3:00 p.m. 216A Lloyd Hall

PSA General Meeting: Thursday May 19, 3:00 p.m. Gorgas Library. Dr. Bonner and Dr. Gilbert will present the Professional Development Awards and a reception will follow.

The General Assembly will not meet in June and July.

Adjourned at 4:00 pm