



## **STEERING COMMITTEE MEETING**

### **October 9, 2015**

The meeting was called to order at 3:37 pm by Jennifer Clark, President.

Minutes from September 10th were approved and will be posted to the PSA website.

#### **Officer Reports:**

**President:** Jennifer Clark

- Nominated Janet Thompson for the PSA representation for the School of Nursing and Tywain Griffin for an At Large position. The SC committee approved the nomination.
- Employee Resource Fair will be November 17<sup>th</sup>. Need information from each committee chair about their committee and plans for the upcoming year. Rebecca will put together a digital display.
- Faculty/Staff Meeting will be October 2<sup>nd</sup> and Jennifer will speak on behalf of the PSA.
- Will continue meeting at the Law School for the General Assembly meeting. Jennifer will send out information about parking in the reminder email next week.
- Guest speaker for October the new Chief of Police, John Hooks.

**President-elect:** Darrell Hargreaves

- Working with Julie on the Ad hoc Scholarship committee.
- Met with Jennifer to go over responsibilities of the President-elect.

**Past-President:** Amy Ratliff – absent

**Secretary:** Cheryl Rosamond – no report.

**Treasurer:** John Chambers

- Mark Foster Scholarship fund – Balance report update, realized gifts through October 1<sup>st</sup> \$8,686.00, pledge balance is \$3,129.
- Expenditures for the month, \$47.49 for football raffle.

**Historian:** position open

**Parliamentarian:** David Brown – absent.

**Committee Reports:**

**Ad hoc Scholarship:**

- Football Raffle during parent's weekend raised \$700 for Mark Foster scholarship fund.

**Professional Development:** Lynn Tobola - absent

**Staff Life:** Lindsey Dill – absent.

**Technology and Web:** Kim Smalley- update the website.

**Nominations and Elections:** Cori Perdue

- Committee will present recommendation to the Assembly Operations committee for changes to the PSA bylaws to adjust the membership ratio from 15:1 to 20:1 to be in line with the Faculty Senate.

**Communications and Public Relations:** Rebecca Royen

- Tyler is not able to continue as co-chair due to work obligations.
- Will work on 5 PSA facts for the upcoming Dialogue article.

**Service and Outreach:** Daphne Wright (absent) and Patricia Powe

- No meeting in October.
- Have raised \$3,200 so far, so Santa will appear at the GA meeting.
- Continue to collect cell phone and coats.

**Assembly Operations:** David Brown absent

**Old Business:** none

**New Business:** To raise money for the scholarship fund and Brewer Porch we will have pictures with Santa on December 10<sup>th</sup> from 4:00-6:00 PM in the Bryan Conference Center. We will pre-sale \$20 tickets for PSA members.

Next Steering Committee will be on November 12<sup>th</sup> 3:30 PM.

Adjourned at 4:27 PM.