



GENERAL ASSEMBLY MEETING January 21, 2015

The meeting was called to order at 3:35 p.m. by Jennifer Clark, President.

Roll Call: Roll was taken via sign-in sixty-nine members were present for General Assembly meeting.

Minutes: The minutes for November excluded a committee report so they will be reviewed next month.

OLD BUSINESS: Cori Purdue moved to approve the amendment to the bylaws presented at the November meeting, Article III Organization, Section 3 Representation, B – Each organizational unit of the University employing at least one eligible professional staff member shall be entitled to one representative for each fifteen member, or fraction thereof, as determined by the Assembly Nominations and Elections committee prior to any notice seeking nominations, except for the first year when the apportionment is approved by the Professional Staff Constitutional Conventions.

The PSA currently has 114 representative seats, after the next election with the current ratios there will be 125. Each year, the number of PSA seats is recalculated based on current Professional Staff numbers in each unit. The PSA has not made any changes to this ratio since the bylaws were written in 2005, despite a staggering amount of growth at the University.

Jennifer opened the floor for discussion, the following concerns/questions were discussed by the Assembly:

- Amy Rogers, CCHS -Have all areas been made aware of this change? Yes, we brought the changes of the amendment to the floor during the November GA meeting and all members were sent a copy of the minutes from that meeting.
- Julie Elmore, Financial Affairs- In agreement with the changes, because your representatives should be sharing the information from the PSA meetings in their areas.
- Tyna Kozak, Student Affairs – All PSA meetings are open all professional staff, you don't have to be an elected member to attend.

- Robert Baxter, Financial Affairs - it appears that since April we have been making quorum, so not sure that matters.
- Jackie Northrup, Student Affairs – with the change of the amendment large groups may be under represented. If you miss 4 meetings you could be removed, doesn't that help with the quorum? You can be removed if you miss 4 meetings. PSA never turns down members, if a seat is open then someone can be appointed to that seat in an at large position.
- Cori Purdue, Academic Affairs – Do we calculate the quorum based on open seats? No, quorum is calculated by the number of filled seats.

Officer Reports:

President: Jennifer Clark

- Strategic Planning Council met a couple of times in December and we will resume our meetings on Monday. We have been asked to create a new Strategic Master Plan for the University to follow over the next five years. Our first step is to gain feedback from the University community (including students, parents, faculty, staff, and anyone else who may have a relationship with UA). I'm sure you've all seen the emails about this, but I wanted to stress to you all that this is the perfect opportunity to make your voice heard. You can submit your feedback in several ways: <https://ua.edu/strategicplan> (anonymous form or survey), stratplan@ua.edu, and Upcoming Town Hall meetings.
- General Assembly meetings will be revised to allow more time for town hall type meetings to discuss issues/concerns on campus. Committees will be asked to notify Jennifer by email before the General Assembly meeting if they have a report.

Past-President: Amy Ratliff – absent.

President-elect: Darrell Hargreaves

- Darrell had a schedule conflict and could not be with us today. He asked that we recognize Kristy Brown for her efforts to secure a secondary meeting location if we could not secure Alston Hall.

Secretary: Cheryl Rosamond – no report.

Treasurer: John Chambers – no report.

Historian: Julie Elmore – no report.

Parliamentarian: David Brown – no report.

Committee Reports:

Ad hoc Scholarship: Darryl Hargreaves

- During the pictures with Santa Claus fund raiser we raised \$220. Still need to raise \$1080 to fund the Mark Foster Scholarship.
- The Committee will be working on a letter writing campaign for the remaining funds.

Assembly Operations: David Brown- No report

Communications: Rebecca Royen

- We have produced 3 videos highlighting the 2015 Outstanding Professional Award winners and the Mark G. Foster scholarship recipient. These videos have been posted on our newly created YouTube channel (search for Bama PSA). They will be used for promotional purposes for this year's award nomination process.
- We are working with the Web and Technology committee to schedule a joint meeting to discuss revamping the PSA website.
- Working closely with the Nominations and Elections Committee in the coming weeks to communicate about the upcoming PSA member election.
- Continue to post information and meeting reminders through Twitter and Facebook so please follow us at Bama PSA!

Nominations and Elections: Cori Perdue

- The PSA will soon conduct nominations and elections to fill Assembly positions of outgoing members of the 2016-2017 term.
- Each professional staff member may volunteer/self-nominate or nominate someone else to represent his/her area. PSA nominations will be held January 25- February 12 and elections will be held February 23 - March 22. Results will be announced in early April and newly elected or re-elected PSA reps will attend the April 2016 General Assembly meeting, and monthly meetings thereafter for the duration of their term.
- After discussion, the Assembly passed the amendment and the upcoming election will reflect this new ratio.

Professional Development: Amy LeePard

- The Committee is underway with planning of the OPA ceremonies which will be held on May 19th in Alston Hall.
- Nominations for the award will be from February 1st - March 19th.

Service and Outreach: Daphne Wright

- 50 coats delivered as of today. As cold weather moves in they are looking for more coats. They will pick up if you have large boxes full. If you send some or have them pick up some be sure to let me know a total so we can keep track.
- Total collected for Brewer Porch Children's Fund was \$2,639 and \$1,000 donated by Alabama One Credit Union. If you have ideas for donation drives or companies that will match please see me after the meeting or email me.

Staff Life: Lynsey Dill – no report.

Technology and Web: Kim Smalley – absent.

Collaborating with to revamp the website please send your thoughts

Standing Committee Reports

- **Campus Master Plan** – Lynn Heard – no report.
- **Committee on University Committees** – Cori Purdue- no report.
- **Equal Opportunity** – Camisha Adams – no report.
- **Faculty Senate** – no report.
- **Faculty/Staff Benefits** – Rebecca Royen – The committee met on December 21. There were not enough voting members present to conduct official business. Hiron Stiell from the HR Benefits office made a presentation to discuss the medical/vision/dental changes for 2016. These were communicated through the Open Enrollment paperwork sent out to all employees. She also discussed FSA accounts and retirement options. David Bertanzetti did an overview of the Cadillac tax and the 1095-C form that will be provided to all employees eligible for health care benefits.
- **Information Technology** – Kim Smalley – John McGowen updated structure....get from Jennifer
- **Intercollegiate Athletics** – Darrell Hargreaves- absent.
- **International Education** – Gayle Howell- no report.
- **Libraries** – no member
- **OCTA** – no member
- **Parking and Traffic** – Kyle Mitchell – no report.
- **Safety and Security** – Terry Davis – working with students from the Advertising department to develop a social media campaign.
- **Student and Campus Life** – Helen Smith – no report.
- **Student Health** – Katherine Johnson – no report.
- **Undergraduate Programs** – John Chambers – no report.
- **University Recreation** – no member
- **United Way** – Julie Elmore – no report.

New Business:

- Hiron Stiell – What is the 1095c? – The 1095c form was developed to comply with the ACA, the ACA mandates that you be covered under health insurance. Form 1095c is the University's proof that you have or have been offered health insurance. The University is required to provide this information to all employees by January 31st. What is the Cadillac tax? This is an employer tax based on the design of your benefit plan.
- Cori Purdue? With the strategic plan will PSA be interested talking about key plans for the PS – collectively have a voice from the PSA. The survey is very overwhelming. Maybe if we could get PS members talking it would be easier for those completing the survey. The Council will be holding special town hall meetings Jennifer will ask if we can get one for PSA.

- Small group get together and gather questions for the town hall – pre meeting. What if the existing committee chairs take suggestions from their committee members? If you not on a committee you can send any your thoughts to any committee chair.
- Danielle Clark will coordinate the committee for thoughts for Strategic Council. We want to make sure that the PSA is heard. Have to move fast.

Announcements:

- PSA General Meeting: February 18th at 3:30 p.m., Alston Hall Room 10. Dr. Margaret Purcell, Resiliency Initiative will be our guest speaker.

Adjourned at 4:27 pm.