



**GENERAL ASSEMBLY MEETING  
8/18/2016**

The meeting was called to order at 3:30 p.m. by Darrell Hargreaves, President.

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

**Minutes:** The minutes for April General Assembly were approved and will be posted to the PSA website.

**Officer Reports:**

**President:** Darrell Hargreaves

- Presented Assembly meeting calendar. All meetings will be at 3:30pm in 247 Bryant Hall:
  - September 15<sup>th</sup>, October 20<sup>th</sup>, November 17<sup>th</sup>, and no December meeting.
- Rosters are available on the sign in table. Please be sure to pick one up. PSA roster is full; if at large positions are available we will try to get representation from the same division.
- If you do not have a committee, please see Emili after the meeting and fill out the committee sheet.
- Julia Elmore as voted in as Historian.
- Each committee laid out goals for the upcoming year. Please be sure to contribute to your committees so we can accomplish these goals.
- We have a PSA representative on the search committee for provost.
- We need a parliamentarian and a chair for assembly operations, so please let Darrell know if you are interested in either one of those positions.

**Past-President:** Jennifer Clark – no report.

**President-elect:** Robert Baxter

- We have secured our meeting space for 247 Bryant Hall all semester for PSA meetings.

**Secretary:** Emili Alexander

- Read Section 3 article D of the bylaws: “In the event a representative is unable to attend an Assembly or committee meeting, the representative may select an eligible professional staff member to serve as an alternate. The alternate can substitute for the representative only if the representative submits the name of the alternate to at least one of the officers prior to the beginning of the meeting. When serving for the representative, the alternate may perform any of the functions of the representative with the full power of the representative. The alternate is not required to be from the same organizational unit as the representative.
- Read Section 6 article A of the bylaws: “A representative’s absence from four (4) Assembly meetings during a twelve (12) month period beginning April 1<sup>st</sup> without being represented by an alternate shall be cause for removal from the Assembly. The secretary shall refer the matter to the Committee on Assembly Operations for review and recommendation to the assembly.

**Treasurer:** John Chambers-no report

**Historian:** Julie Elmore - no report

**Parliamentarian:** position vacant

### **Committee Reports:**

**Ad hoc Scholarship:** Robert Baxter-no report

**Assembly Operations:** vacant- need a chair

**Communications:** Rebecca Royen-

- Keep an eye out for PSA email communications that will be sent out next week.

**Nominations and Elections:** Cori Perdue

- Goals for the upcoming year:
  - Make sure there is at least one person nominated for every open seat in the next election.
  - Increase the number of professional staff who vote in the next PSA election. (Last year 379 people voted.) We are discussing ideas of possibly adding incentives for voting.
  - Be aware of how the Fair Labor Act could affect PSA and be ready to discuss and adjust PSA bylaws, if needed.
  - Review the Qualtrics survey structure for the nominations survey and the election survey and make changes if needed.

**Professional Development:** Amy LeePard

- The Mark Foster Scholarship will be in September this year, and will move back to August next year. The Application is now live. You can find the link on the PSA website and emails will be sent out. The deadline for applications is 9/1/2016 and the scholarship will be awarded at the 9/15/2016 meeting.
- On 9/12/2016 Dr. Derek Greenfield will be giving a talk in Gorgas 205 at 12pm. The topic will either be “Confronting Ourselves: Promoting Diversity, Cultural Competence, and Inclusive Excellence” or “Motivation for Success: Right Now...Starts the Rest and

Best of Your Life!” We are currently looking for sponsorships for food for this meeting. Please let Amy LeePard know if you have any ideas about this. Anyone is invited to come to this meeting, so please spread the word.

- HR is to offer the full suite of Skillport to professional staff for fall 2016. IT and Business resources that are normally purchased by the department will be available. There will be an opportunity to sign up for the pilot group and those in the group are will be given their expectations and are asked to give feedback.

#### **Service and Outreach:** Patricia Powe and Daphne Wright

- Currently working on setting up the fall date for the committee meeting. Brewer Porch fundraising will continue with the same projects and it is our goal to come up with more. If you need a committee home, please think about joining Service and Outreach.

#### **Staff Life:** Danielle Clark

- Our committee met over the summer and there are three things on our radar:
  - The Fair Labor Standards Act and who it will be implemented at UA and the recommendations we would like to give.
  - Faculty senate resolution to be more inclusive for entire campus community.
  - Look over the educational benefits policy and five potential ideas for improvement.

#### **Technology and Web:** Kim Smalley

- The new PSA website has gone live. Please take a look and give any feedback you see necessary.

#### **Standing Committee Reports:**

- **Campus Master Plan** – Lynn Heard
- **Committee on University Committees** – Lyndell McDonald
- **Equal Opportunity** – Camisha Adams
- **Faculty Senate**- Stephanie Linard
- **Faculty/Staff Benefits** – Rebecca Royen
- **Information Technology** – Craig Graves
- **Intercollegiate Athletics** – Scott Sharp
- **International Education** – Gayle Howell
- **Libraries** – Camisha Adams
- **OCTSA** – Danielle Clark
- **Parking and Transportation** –Linda Johnson
- **Safety and Security** –Terry Davis
- **Student and Campus Life** – Helen Smith
- **Student Health** – Brian Pendley
- **Undergraduate Programs** – John Chambers
- **University Recreation** – Wyant Boreson
- **United Way** – Julie Elmore

#### **Old Business:**

- None.

**New Business:**

- President Bell addressed the Professional Staff Assembly. He communicated updates in the provost and chief diversity office positions. The Strategic Plan was complete and it has 4 pillars: To provide a premier undergraduate and graduate education that offers a global perspective and is characterized by outstanding teaching, high-quality scholarship and distinctive curricular and co-curricular programs; to increase the University's productivity and innovation in research, scholarship and creative activities that impact socio-economic development; To enrich the learning and work environment by providing an accepting, inclusive community that attracts and supports a diverse faculty, staff and student body; to provide opportunities and resources that promote work-life balance and enhance the recruitment and retention of outstanding faculty and staff. He tasked the PSA will making sure we bring energy and excitement into our programs to continue to make UA a great university.

**Announcements:**

- Game Day partners if you are interested please email Kristie Click, respond by Monday August 29<sup>th</sup>. [kkclick@sa.ua.edu](mailto:kkclick@sa.ua.edu)
- Thank you to Bama Dining for sponsoring our meeting today with drinks and cookies.

Adjourned at 4:23pm.