



**GENERAL ASSEMBLY MEETING
September 15, 2016**

The meeting was called to order at 3:34 pm by Darrell Hargreaves, President.

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

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

Officer Reports:

President: Darrell Hargreaves

- Initiatives each committee created were well received. Kathy Butler from Strategic Communications will be posting our initiatives across campus for all staff to see.
- Darrell Hargreaves will be representing the PSA in the search for Chief Diversity Officer. A hiring firm is helping with the search. If you have a specific interest you can come to the meeting tomorrow at 1pm in Bevill 1000.
- PSA received a thank you letter from President Bell of his time spent with PSA during the General Assembly meeting in August. We also received a letter regarding the endowment of the Mark Foster Scholarship.
- The Higher education partnership will be coming to PSA soon to give the assembly more information. They are the group who advocates for Higher Education in Montgomery for all 14 universities in Alabama. Flyers are at the front table.
- The University Club is doing a special this month, please pick up the flyer. They will be coming to an upcoming meeting to discuss their membership offerings.
- The Faculty Staff Address will be on October 5th in the Ferguson Center.

Past-President: Jennifer Clark –absent

President-elect: Robert Baxter-The Provost search committee is working on reviewing resumes and CVs. The Job has not been posted yet. If you have input for the search committee please contact Robert Baxter.

Secretary: Emili Alexander-no report

Treasurer: John Chambers-absent. There are plans for PSA to help with the compensation for Dr. Greenfield's recent visit to campus.

Historian: Julie Elmore – no report.

Parliamentarian: position vacant

Committee Reports:

Ad hoc Scholarship: Robert Baxter-no report

Assembly Operations: Scott Sharp, no report

Communications: Rebecca Royen- Committee is continuing to get PSA initiative words out to staff.

Nominations and Elections: Cori Perdue and Holly Grof- no report

Professional Development: Amy LeePard-

- Thanked everyone who attended Dr. Greenfield's presentation on 9/12/16. A follow up survey will be sent to all attendees.
- The Mark Foster scholarship presentation was today. Prior to the awarding of this year's scholarship, the impact that Mark Foster left on our campus was shared and the video of last year's recipient was shown. Cori Purdue won the scholarship for the 2016-2017 year. Thank you so much to the family of Mark Foster who came out to the presentation today.
- PSA will be partnering with HR for free IT and Business resources that are offered through Skillport. Emails will be sent out so please keep an eye out for that.

Service and Outreach: Daphne Wright – committee held a meeting this past week and there are many outreach opportunities happening:

- The Shoe Drive for Furbabies is still ongoing. The goal is to collect 5 tubs of shoes. 1 tub has already been collected. If you have shoes from your department that need to be picked up please contact Daphne Wright.
- Verizon Hope Line is still taking donations of old phones and chargers. Please contact Daphne Wright if you have donations.
- The coat drive for temporary emergency services has started. Please donate all gently used winter coats. If you have donations please contact Daphne Wright.
- Brewer Porch fundraiser has now started. The PSA is what makes their Christmas so great so please consider donating. If every PSA member collected \$50 from their department we would meet our goal of \$5,000. Forms were given out for gift deposits or payroll deduction. Payroll deductions will be for September, October, and November.
- The guest speaker today was Dr. Rick Gray, Executive Director of Brewer Porch Children's Center. He told us about the mission, vision, and values of the center and the types of services they offer to children and adolescents, ages 3-21. They serve 200 children each year. The center was established in 1970 and currently has 180 team members who operate on a 10 million dollar budget. He thanked PSA for our generous and continuous support of Brewer Porch.

Staff Life: Danielle Clark-Committee is working hard on staying on top of the Fair Labor Standards Act. They are working on a resolution to send to HR related to these changes. A qualtrics survey will be sent out prior to next month's general assembly meeting so we can have questions ready for HR regarding the FLSA.

Technology and Web: Kim Smalley – no report

Standing Committee Reports:

- **Campus Master Plan** – Lynn Heard- no report
- **Committee on University Committees** – Lyndell McDonald- no report
- **Equal Opportunity** – Camisha Adams- no report
- **Faculty Senate**- Stephanie Linard- no report
- **Faculty/Staff Benefits** – Rebecca Royen- no report
- **Information Technology** – Craig Graves- no report
- **Intercollegiate Athletics** – Scott Sharp- Please be reminded of the new bag policy for Alabama football games. Bags must be clear, plastic, or vinyl not exceeding 12"x6"x12" in size. Clear bags can be accompanied by a small clutch purse no larger than 4 ½"x 6 1/2 ".
- **International Education** – Gayle Howell- no report
- **Libraries** – Jackie Northrup- no report
- **OCTSA** – Danielle Clark – there was a meeting this past week and many things were discussed:
 - There have previously been three ways hourly employees could keep up with their time: e-time, a time clock, and webtime. As of the November 19th pay period, OCT staff will have to keep time either by a time clock or webtime. Any salaried employee who will be affected by the FLSA will also have these two options to keep time.
 - Due to this new policy change OCTSA are encouraging the different departments to purchase time clocks for convenience.
 - The FLSA was also discussed in their meeting. Most of the information can be found on the website. They are also concerned with how this new policy will affect their membership in OCTSA. We will all work closely together to find a solution.
- **Parking and Transportation** –Linda Johnson- no report
- **Safety and Security** –Terry Davis- no report
- **Student and Campus Life** – Helen Smith- no report
- **Student Health** – Brian Pendley- no report
- **Undergraduate Programs** – John Chambers- no report
- **University Recreation** – Wyant Boreson- no report
- **United Way** – Julie Elmore – The kick-off event will be held on 10/6/16 at 2pm at the Ferg Plaze. Your divisional representative will be in contact with you regarding the event and your pledge cards. The closing campaign celebration will be on December 15· 2016. The university's goal this year is \$365,000. UA has been the biggest participator for a while now, and Auburn University has caught up to number two. Let's work hard to have high participation this year.

Old Business: none

New Business:

- The Mark Foster scholarship was awarded to Cori Purdue.
- Dr. Rick Gray from Brewer Porch addressed the PSA and shared some information about the center.

Announcements:

- If you are a current PSA member who will be affected by the FLSA, your memberships to PSA will still the same.
- PSA needs a Parliamentarian. If you are interested please see Darrell Hargreaves.
- Another reminder there is a meeting regarding the search for Chief Diversity Officer in Bevill 100 on 9/16/16 at 1:30pm.
- The Women and Gender Resource Center is having its 6th annual Chocolate Festival. It will be held on 9/23/16 from 3-5 in Shelby Hall. Tickets are \$8.

Adjourned at time 4:35 pm.