



STEERING COMMITTEE MEETING

November 9, 2016

The meeting was called to order at 10:35 am by Darrell Hargreaves, President.

Minutes from October were approved and will be posted to the PSA website.

Officer Reports:

President: Darrell Hargreaves

- November 15th is the UA Staff Fair. Darrell will be sending out an email to the Steering Committee and the PSA for volunteers to represent the PSA at this event.
- WellBama will be attending the November General Assembly meeting. They are going to inform the PSA about some of their programs, including the new FitBit program. They will also share some healthy eating tips for the holidays.
- The Higher Education Partnership would still like to attend a General Assembly meeting. We will try to put them in the spring schedule.
- Suggestions for spring meetings are: Technology Accessibility.
- It is on the PSA radar to start discussing spring awards.
- Dan Wolfe from University Lands, Planning, Design and Management would still like to meet with some members of the PSA. The dates have been sent to the steering committee, Lynn Heard, Staff Life Committee, and Professional Development Committee. Please let Darrell know if there is a date and time that works for you so the meeting can be scheduled.
- Darrell will be working with Emili to update the roster. It is the goal to have a new roster to hand out at the January General Assembly meeting.

President-elect: Robert Baxter

- The Provost Search committee is in full swing. They are in the process of bringing candidates to campus. This is set for 11/16-12/6. Robert will communicate any updates to the PSA as they unfold.
- Still looking for a room for the spring general assembly meetings. Some suggestions are: 205 Gorgas, Lloyd, Russell, North Lawn, or the Ferguson Center.

Past-President: Jennifer Clark- absent

Secretary: Emili Alexander – no report

Treasurer: John Chambers- no report

Historian: Julie Elmore- no report

Parliamentarian: vacant

Committee Reports:

Assembly Operations: Scott Sharp

- The Committee's first meeting is scheduled for tomorrow, 11/10/16.

Communications and Public Relations: Rebecca Royen

- Will be working to develop a survey to send to the PSA so those members who fall into the new Professional Non-Exempt category can self-identify. This information will be gathered so, if necessary, a committee can be formed to discuss membership with these members and any bylaw updates that may need to occur.
- Picture with Santa tickets will be available for purchase at the November general assembly meeting. Tickets are \$25.

Professional Development: Amy LeePard- absent

Nominations and Elections: Holly Grof

- The list of employees who will fall into the new Professional Non-Exempt category cannot be retrieved until January. This has the potential to push back the nomination process this spring, and the timeline for emails to be sent out. This will be communicated with the assembly.
- How the assembly is divided will be discussed in their December committee meeting.

Service and Outreach: Daphne Wright

- On November 23rd from 4-9pm there will be a spirit night at the Northport Zoe's to help raise money for Brewer Porch. Daphne is looking into getting flyers to send out the assembly. Brewer Porch will receive 20% during spirit night. Be sure to mention you are there with PSA when you check out. There will be 3 committee volunteers at Zoe's to tell everyone about the event so we can increase participation.
- Currently the PSA has raised \$1, 481 dollars for Brewer Porch.
- Pictures with Santa will be on November 29th from 4-6. Tickets are \$25.

- PSA collected 550 Coats from Temporary Emergency services. 400 coats were given to new homes. 500 people attended the fair at the Bobby Miller Center.
- The committee is still accepting shoe donations. To date they have collected 400 pairs of shoes.

Staff Life: Danielle Clark

- Their committee met briefly after the October general assembly meeting to further discuss the information HR shared. One main concern was the teaching responsibility that the new Professional Non-Exempt employees have. There is talk that it will now be rolled into their job description.
- The committee plans to meet within the next few weeks and definitely after December 1st when the changes have been implemented.
- Time clocks have been placed in Bidgood and Alston Hall. Time clocks will be identified across campus so employees know their options for swiping in when they arrive at work.

Technology and Web: Kim Smalley – no report

Old Business:

- The Chief Diversity officer search committee is in full swing. The official title of the job is: Senior Associate Provost and Vice President for Diversity, Equity, and Inclusion. Darrell will keep the PSA updated throughout the search.
- John Chambers- The Undergraduate Service Committee will meet this Friday, 11/11/16.

New Business: none.

Next Steering Committee will be on December 14, 2016 at 10:30 am.

Adjourned at 11:20 am.