



STEERING COMMITTEE MEETING

January 12, 2017

The meeting was called to order at 3:35 pm by Darrell Hargreaves, President.

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

Officer Reports:

President: Darrell Hargreaves

- The search committee for the Senior Associate Provost and Vice President for Diversity, Equity, and Inclusion met. They are currently re-wording the job description to remove the tenure teaching track. The new job description will be posted shortly and the committee is hopeful to have a good applicant pool by the end of the month.
- Darrell is still in contact with Ellen Potts and Cassie Davis with Habitat for Humanity to have the assembly assist with a weeklong build in March or April. The bigger goal is to collaborate with OSCTA and Faculty Senate for a longer build.
- Dr. Rachel Thompson, Director of Emerging Technology and Accessibility, will be speaking during the January general assembly meeting.
- The general assembly meeting in February will have a guest speaker from the Higher Education Partnership.
- The general assembly meeting in March will have Megan Bennett and Ashley Ewing from OIT as guest speakers.

President-elect: Robert Baxter

- Dr. Kevin Whitaker was named the Provost for Academic Affairs.
- Robert has done some research on the other SEC schools to look at the reporting structure for HR. 8 out of the 14 report directly to the financial division, 5 directly to the President, and 1 to the Provost. UA is not completely out of line with their HR reporting system, but Robert will continue to do more research on schools outside of the SEC.

Past-President: Jennifer Clark- absent

Secretary: Emili Alexander – no report

Treasurer: John Chambers-absent

Historian: Julie Elmore- no report

Parliamentarian: vacant

Committee Reports:

Assembly Operations: Scott Sharp- no report

Communications and Public Relations: Rebecca Royen

- The committee will be working closely with Cori to send out communications about nominations and elections.

Professional Development: Amy LeePard- absent (report sent via email)

- Planning is underway for the 2017 Outstanding Professional Awards and Ceremony. This year's OPA will take place during our May General Assembly Meeting on Thursday, May 18th at 3:30PM. We have confirmed event photography, are awaiting response from Dr. Bell's office on his attendance, and John Chambers has graciously offered to request funds from Dr. Gilbert's office to cover the reception costs. We have a pretty clear plan based on last year's event so I feel good about our timeline but would love to have some additional participation. If you know of any of our members who would be interested in helping with the OPA, please let me know.

Nominations and Elections: Holly Grof and Cori Perdue

- HR released the master list of all professional staff. The list was counted, ratio taken into account, and the number of delegates needed for next year was done. It was compared with the current roster to determine how many members will be rolling off. There will be 67 open seats for nominations. The committee will work with Rebecca to get the email survey out. It is the goal to have it run 2-3 times with reminders. Kim will work to get the nomination link on the website. Members that will roll off will be notified so they can know if they need to go through the nomination and election process again. Darrell plans to notify this group after our January general assembly meeting.

Service and Outreach: Daphne Wright- no report

Staff Life: Danielle Clark

- Wanted to get ideas from the steering committee on how to increase committee participation. Virtual meetings were an option given, and Darrell plans to address committee participation in the January general assembly meeting.

Technology and Web: Kim Smalley –no report

Old Business:

- Steering Committee meetings have been moved back to Thursdays from 3:30-4:30 this semester.
- Meetings for March are as follows: Steering Committee will meet on March 9th and the General Assembly will meet on March 23rd.

New Business:

- Athletics is doing a Staff and Faculty appreciation night at Women's Basketball. It will be held this Sunday, January 15 at 4PM. If you can represent the PSA please let Darrell know.
- A new draft of the PSA Resolution on Diversity and Inclusion was given to the Steering Committee for review. Changes were discussed and will be made to the document and uploaded into box. This draft document will be presented during the January assembly meeting. The changes included: The title for the new diversity position is Vice President and Associate Provost for Diversity, Equity, and Inclusion, and an addition stating, "We endeavor to support, promote, and advance inclusion on our campus through our programming, work, and outreach." Ideas were also talked about to include student groups to find approachable and understandable ways to share our resolution, if passed, to the UA student body along with faculty and staff. Darrell will plan to send the draft document out to the PSA before the meeting for review.

Next Steering Committee will be on February 9, 2017.

Adjourned at 4:40pm.