GENERAL ASSEMBLY MEETING
October 19, 2017

The meeting was called to order at 3:33 p.m. by Robert Baxter, President.

Roll Call: Roll was taken via sign-in. 47 members were present for General Assembly meeting.

Minutes for September 17, 2017: The September minutes were approved as distributed by the assembly.

Guest speaker: Christine Day, Director of Brewer Porch Children’s Center advised that she replaced the Educational Director Pam Pruitt and that she was still new in her position. BPCC is an outreach of The University and is a mental health facility for children ages 6-18 years of age. At this time, the oldest student is 16 years old; however they are serving a greater number of younger clients. BPCC provides both inpatient and outpatient services. There are approximately 50 children that are inpatient and will spend 6 months to 2 years at BPCC. The outpatient program provides education to children enrolled in public schools, but they come to the Center for their education. BPCC also provides a community autism program called CAIP, Community Autism Intervention Program. BPCC has more than 100 students in all programs combined. Ms. Day expressed her appreciation for PSA’s support. She reported that the Christmas fund is especially important for the children as some of them do not have a lot of resources in their home or they are involved with DHR. She will assess their needs at Brewer Porch and will keep us informed as to how PSA can help.

Officer Reports:

President: Robert Baxter – reported that the Fall Campus Assembly was this past Tuesday. Dr. Bell spoke and 4 Outstanding Commitment to Teaching Awards were presented. There were also 2 Outstanding Commitment to Advising Awards given and one recognized PSA’s Ashley Newsome. The Sam S. May Commitment to Service Award was presented to 5 different departments across campus. Robert encouraged those who were not able to attend to view the video that was sent via email on Thursday. After the assembly, Dr. Bell’s wife expressed her appreciation for PSA recognizing October as Domestic Violence month.

Robert reminded us that the UA Staff Career Resource Fair will be Tuesday, November 14th in the Heritage Room of Ferguson. PSA will have a table at the fair and we will need volunteers from 10:30 am to setup to 2:00 pm. We will have a slide show and we will have some handouts for those that come by our table.
Robert gave an update on former PSA member Heather Clayton who was impacted by Hurricane Harvey. He stated they are settling in the United Kingdom for her husband’s continuing education.

**Past-President:** Darrell Hargreaves — updated PSA on the Habitat Build reporting that 14 people worked 1½ days on the house. Other UA departments also came to work on this build. There was discussion about UA sponsoring a house to be built next year. Darrell reported that he would like to see PSA continue this project.

Darrell also reported that he is continuing the process of updating the bylaws. It may be more advantageous for us to say, “Here is what it was,” and “here is what it is going to be” in this re-write process.

**President-elect:** Camisha Adams - absent

**Secretary:** Dee Cook-no report

**Treasurer:** Alyson Baxter – absent

**Historian:** Julie Elmore – absent

**Parliamentarian:** Helen Smith – No report

Committee Reports:

**Ad hoc Scholarship:**

**Assembly Operations:** Lynn Heard – No report

**Communications:** Jessica Aguilar – advised that at the end of last month the committee sent out information on the Omni Update that we heard about at our September meeting. Also committee sent out the announcement of the 3 Minute Thesis Competition and Take Your Children to Work day. Jessica asked that we please let her know if we did not receive the email with these announcements.

**Nominations and Elections:** Holly Grof - absent

**Professional Development:** Ben Bickerstaff – announced upcoming Safe Harbor and Safe Zone training next Thursday, October 26th during Fall Break. Training will be in 3104 Ferguson from 9:00 am to 2:30 pm. Safe Harbor training will start at 9:00 and we will break for lunch about 11:00. Then training will start back around 12 to 12:30 for Safe Zone training. Training was setup for PSA specifically, but all are welcome to attend. This information will be sent out immediately.

**Service and Outreach:** Daphne Wright – reported that she had received 24 - $20 gift cards for Brewer Porch Children’s Center and she gave 4 of them to the Director to
purchase candy and Trick or Treat bags. They could use some plain bags if any department has some that could be donated. Please contact Daphne. The Brewer Porch Christmas Fund has a balance of $1,127.

Daphne also reminded us that we silently participate in Crimson Closet. If anyone would like to donate clothing to Crimson Closet for students to use for interviews, you may drop clothing off at 3607 C in the Ferguson Center. Even if it is a plain shirt or dress, they can dress it up. They are in dire need of women’s small sizes 0-4 and women’s sizes above 14. Last year they worked the Health Fair to collect clothing and this year they are looking to work on a football Saturday to collect clothing.

**Staff Life:** Jackie Northrup – Committee has a resolution to propose to support the Paid Parental Leave proposal that is being reviewed by the Faculty Staff Benefits Committee. We want to support the present proposal even though it only allows for 2 weeks paid leave; however, UAB has a 4 week paid leave policy that we would prefer. We will accept either one since we don’t have any paid leave at this time. We do want to include Foster parents in the proposal since they are included in FMLA. Robert sent the proposed resolution for everyone to review and we will discuss it next month.

**Technology and Web:** Jason Miller – advised that he is still updating PSA website and working with WordPress stuff. He is researching how to provide access to the website for Committee Chairs so that they can update their committee information.

**Standing Committee Reports**

**Campus Master Plan** – No Report

**Committee on University Committees** – Heather Pleasants – absent

**Equal Opportunity** – Vanessa Goepel – reported that committee met yesterday and mainly just brainstorming about the coming year. They will invite Dr. Christine Taylor, the new Chief Diversity Officer to speak to the group.

Robert added that he had received an email from Dr. Christine Taylor highlighting a new program called, “Let’s Talk.” The program is an invitation to come and share about how we can build a more inclusive community on campus. There will be 4 Faculty sessions and 5 Staff sessions. He will forward the email to the Assembly.

**Faculty Senate** – Rebecca Royen – gave report on the Paid Parental Leave proposal. Dr. Gilbert is still discussing with HR. With regard to the Childcare proposal, there is a quote for $18,000 to conduct research for UA, but Dr. Gilbert is only willing to fund $10,000. Business School is reaching out to some students to help with research for this proposal. Also UA is considering fundraising for the childcare facility that is estimated to cost $6 million.
Please note that health care rates are increasing and some co-pays will also increase. The flexible spending account will increase to $2,600, and Open Enrollment will be November 1-15, 2017.

Robert presented the Flex Schedule proposal to the committee and they gave great feedback. They proposed instead of 7:30 to 5:00 that staff could possibly work 9:00 to 7:00 because of night classes. This would be handled by the supervisors in the departments, and it is possible that some supervisors will not want to implement this policy.

**Information Technology** – Craig Graves – **absent**

**Intercollegiate Athletics** – Camisha Adams – **absent** – Robert advised that Brad Bohannon spoke to the group and stressed education and team building. Bohannon is new to UA and he was very impressed with UA brand, and anticipates that this will make his job easier during recruitment. It was also reported that there is a need for funding for athletics as a whole as opposed to a specific sport.

**International Education** – Jamie Burke - **absent**

**Libraries** – Jackie Northrup – gave updates on the Gorgas expansion. Libraries will be establishing focus/listening groups on how to organize Gorgas. There is some discussion about removing some books to another location in the library so that there can be more collaborative workspace for students.

**OCTA** – Dee Cook – No report

**Parking and Traffic** – Julie Elmore – **absent**

**Safety and Security** – Tom Ksobiech – No report

**Student and Campus Life** – Helen Smith – stated that committee is focused on helping disabled students on campus. They are looking at safety and how they can help disabled students have a better experience at UA. Please share any ideas you may have.

**Student Health** – Erica Williams –**absent**

**Undergraduate Programs** – Vacant

**University Recreation** – Daphne Wright – No report

**Old Business** – Robert reminded the Assembly that PSA passed the resolution to recognize October as *Domestic Violence Awareness* month. Please be mindful of this initiative and participant as you can.

Announcements: - Next PSA Assembly Meeting: November 16, 2017 at 3:30 p.m. 1013 North Lawn Hall

Meeting adjourned at 4:06 pm