



**ASSEMBLY MEETING
January 10th, 2013**

Welcome: The meeting was called to order at 3:00pm by Allyson Holliday, President.

Roll Call: Roll was taken via sign-in. Twenty representatives and two alternates were present for the General Assembly meeting.

Minutes Approved from December 13, 2012:

- A motion was made to approve the December 13, 2012 minutes as emailed to all assembly members. The motion was seconded. The assembly unanimously approved the Minutes.

Health and Wellness Program (Rebecca Kelly):

The Health and Wellness Program is starting its sixth year. The goal is to have UA be a nationally recognized leader in health and wellness. We are number one in the percentage of Type 2 Diabetes cases that we have – which is not good. Promotion for 2013 - everyone try to exercise 5 minutes/day and lose 5% of body weight. Find someone to do it with! New members to the WellBama program are able to receive a \$25 gift card and continuing members have opportunity to earn a \$200 gift card. Suggestions were made by representatives to help staff have easier access to the Rec Center (i.e. direct bus routes, 1 ½ hours for lunch if working out at Rec, refunding \$36.00 per month Rec fee if used at least once per week, etc.)

Meeting Etiquette (Sherry Phillips):

In a follow-up to the HR provided training “Conducting Effective Meetings” that the OCTSA Steering Committee attended, Sherry gave a PowerPoint presentation of guidelines that, when practiced, could help all of us get the most out of any OCTSA related meetings.

UA Standing Committees Report: Most did not meet in December

International Education: Have met twice. Current discussions are regarding the lack of housing for both the international students and visiting faculty. There is also discussion regarding the policy for bringing visiting scholars to campus.

OCTSA Committee Reports:

Service/Outreach Committee-

- Two standing service projects are “Boxtops for Education” and the Alabama REACH pantry.
- This spring they plan on an Easter egg/candy drive and these items will be donated to different local organizations.

Staff Life Committee-

- No report

Professional Development Committee-

- They are working on the Outstanding OCT Staff member recognition event that will be taking place on May 16, 2013. They are working on the food, plaques, prizes, and nomination/selection process.

Communications & Public Relations Committee-

- Allyson will be sending out the first newsletter by the beginning of February.

Ad Hoc Committee-

- Planning nomination process for representatives for 2013/2014.

Next Meeting: February 14, 2013