

OCTSA February 2018 Assembly Minutes

Date: 2/13/18

Time: 3:00 p.m.

Location: AIME 110

Attendees: Tracy Barton, Marcia Black, Linda Bonner, Retia Blake, Lisa Brown, Lauren Creel, Leslie Davis, Todd Hester, Diane Gilbert, Lori Hill, Alyson Holliday, Jessica Kimbrough, Gwen Montgomery, Mansoor Omar, Kaila Nolen, Azia Patrick, Clo Patton, Jessica Richardson, Lynnette Scales, James Scott, Darlene Smith.

Speaker: Dr. Michelle Hale from CHES, Lorne Kuffel/Travis Railsback, Daphne Wright and Holly Grof.

Dr. Michelle Hale

- Talked about their online program for interactive tech.
 - Average age of student in program is 40.
 - Program is a good idea to add program knowledge.
 - Now accepting applications for summer.
 - It's a 30 hour program.
- Would like to have more staff enroll.
- Asked for questions.

Lorne Kuffel/Travis Railsback

- Talked about the upcoming staff survey
 - This survey addresses the 4th pillar of UA's strategic plan: work/life balance.
 - Wants to know what's working/not working and our needs/wants.
- Survey will go out to ALL employees on campus.
 - Dedicated lab time will be given to facilities/grounds/custodial.
- Will be administered by ModernThink and be around 60 questions plus 2 open-ended questions/20-25 minutes long.
 - This same company did a survey at UAB.
 - We will get an email from ModernThink with dedicated links so we can stop/start or go back.
 - Will be surveyed again in 3 years to check progress.
 - Findings will be benchmarked against other universities.

- This survey will be completely anonymous, so we are encouraged to be completely open and honest.
- Employees will be able to complete this at work.
 - Deans and VPs have been informed about survey and know that staff are to be allowed time to take the survey.
 - Please let Travis or Lorne know if you aren't given the time to take the survey or are discouraged from taking it.
- Will run March 26 – April 13
- Asked for questions
 - Could info about the survey be put on TVs?
 - There is a communication plan. We will get a message from the president (email), messages on TVs, and cards will be mailed out.
 - Will survey results be shared?
 - There will be a public presentation and a dedicated website with results.
 - When will feedback be released?
 - They are hopeful to have it out by May.
 - Is there a time table for implementation?
 - "Pretty quickly"
 - They are hopeful that the survey will give them direction.
 - Could possibly do more specific surveys or focus groups.

Daphne Wright and Holly Grof

- Lakeside will be remodeled after spring break.
- Some locations will be opened extended hours (Burke/Freshman Hall)
- Will reopen in August.

Welcome by Jessica Richardson

- Reiterated how important survey is.
- Talked about childcare resolution.
 - Passed OCTSA resolution of support.
- Todd talked about supporting the PSA on timely reimbursements- issue brought up in their meetings
 - People that travel aren't getting reimbursed for their expenses quickly. They are going into debt waiting.
 - Decided that this was a Concur issue and no further action by OCTSA was needed
- Talked about the UA Standing Committee Preference survey

- OCTSA has a representative on all Section I committees—let Jessie know if you want to rotate off your current assignment or are interested in serving for OCT
- Can complete preference survey to be committee member at large on whatever committee you are assigned
- OCTSA Survey
 - Need to work on getting data from other universities.
 - Jessie plans on meeting with divisions at the UA, already met with Student Life.

Committee Reports

- Service and Outreach
 - Collecting pantry items for Alabama Reach
- Communications and Public Relations
 - Did annual review, will be edited and sent out.
 - Share about staff awards.
- Professional Development
 - Wants something done like a panel for concur.
 - Possibly available in the fall.
 - Staff awards are May 8th at 3 pm.
- Safety and Security
 - Talked about student care and well-being.
 - Meeting was mainly about the students.
 - There are resources for students (meal plan assistance, hygiene items, care basket, etc.)
 - Help line open 24/7, also visit bamacares.ua.edu.
- Parking and Transportation
 - Created a subcommittee to look at parking costs.
 - There are 57,000 riders on Tuscaloosa Transit's University line that UA covers the cost in full.
 - No count on how many riders are faculty/staff/students—they are supposed to present ACT card to ride free.
 - Discussed tiered parking scale
 - Will go before full Parking and Transportation Committee.
 - Want to look at percentage of salary for parking fee.
 - Talked about enforcing parking until 6 pm as a way to make up costs.
 - Only 88% of faculty/staff pay for parking.
 - 12% could be night shift employees. Talked about custodial only paying for parking if they work day shift.

- Make night shift pay for few hours of parking to help offset discounted parking rates.
- Approved December 2017 and January 2018 Minutes

Meeting Adjourned at 4:37 p.m.