



**ASSEMBLY MEETING**  
**October 9, 2014**

**Welcome:** The meeting was called to order at 3:00 pm by Dee Cook, President. Dee welcomed everyone to the meeting.

**Roll Call:** Roll was taken via sign-in. 19 representatives and 1 visitor was present for the General Assembly meeting.

**Minutes Approved with no changes:**

- A motion was made to approve the September 11, 2011 minutes as submitted. The motion was seconded. The assembly unanimously approved the September minutes.

**Dee Cook** introduced and welcomed our speaker:

**Speaker: Jameka Hartley – Alabama REACH**

Jameka Hartley spoke about the University of Alabama REACH program. This program provides support to current and former foster youths, orphans, emancipated minors, wards of the State, and homeless youth. Currently the program offers support to over 100 self-identified REACH students on campus. The REACH program has three initiatives: REACH BACK, which provides college planning for high school students; REACH UP, which focuses on current college students; and REACH OUT, which allows for community members to be involved with the program.

A UA faculty, staff, or community member has the opportunity to become a REACH Champion. A REACH Champion is an ally for the Alabama REACH program at UA and across the state of Alabama. A Champion includes being a mentor, host family, or sponsor. This opportunity allows for UA faculty, staff, and community members to provide varying levels of personal and/or financial support to a REACH student.

Financial assistance provided to REACH students is funded completely from donations in gift cards and pantry items. The assembly will be sponsoring the Alabama REACH Gift Card drive and Pantry. The assembly was able to provide Jameka a large box of donated non-perishable supplies for the Pantry. Donations for the pantry will be collected at each assembly meeting and sent to Jameka. The members of the assembly will also collect monetary donations on campus for the upcoming Gift Card drive.

For more information about ways to support the Alabama REACH program, visit [www.reach.ua.edu](http://www.reach.ua.edu) or email Jameka Hartley at [jyhartely@alan.ua.edu](mailto:jyhartely@alan.ua.edu).

### **Nominations for President-Elect:**

Nominations for this position were to be submitted via email to **Dee**. **Todd Hester** was the only nomination received. Dee called for a vote, and the assembly voted Todd Hester to be the new President-Elect.

### **Vote to add new members to OCTSA:**

**Dee** called for a vote, and five new members were voted into the assembly: Osielia Lewis from Veteran & Military Affairs, Christina Horen from Nursing, Kimberly Dailey from the College of Community Health Sciences, Katie Ball from Procurement Services, and Malissa Ligon from Human Development and Family Studies.

### **New Business:**

Meeting with Parking Services & Bama Dining - **Dee** gave a report from her speech about the OCTSA at the annual Faculty/Staff Meeting. She spoke about last year's projects: more equitable parking rates and \$5 meal plans for employees. After the meeting, Dee was contacted by a representative for Auxiliary Services to meet with Parking Services and Bama Dining. The OCTSA Steering Committee and Staff Life Committee will be meeting with representatives from both departments to present proposals for new parking rates and meal plans at the next Steering Committee meeting on November 3, 2014. A report of this meeting will be provided at the next general assembly meeting.

Service Projects for 2014-2015 – **Lynette Scales** will be sending out campus mail envelopes to OCTSA members to collect money for the Alabama REACH Gift Card Drive.

Donations for the Coat Drive are already being accepted. OCTSA members can bring donations to the upcoming assembly meeting. Donations can include all types of outerwear, including: coats, sweaters, gloves, hats, scarves, etc.

### **UA Standing Committees Report:**

- Committee on University Committees: No report
- Campus Master Plan: No report
- Equal Opportunity: **Kim Dailey** reported that this committee is under review, because it is similar to another standing committee already on campus. Joe Benson will be meeting with both committees to clarify each committee's role.
- Faculty and Staff Benefit: **Marina Klaric** reported that the committee discussed changes in the faculty/staff health plans. The University was able to save over \$700,000 by increasing the single plan by \$4.00 and the family plan by \$8.00. This increase is part of UA's plan to help cover a deficit of \$3,000,000. It was also reported that sick leave donations will not return as an option for employees, and the proposal to provide an alternative from the family medical plan by offering a "plus one" plan was shot down due to the "large number of employees that would be effected negatively."
- Information Technology: No report
- Intercollegiate Athletics: **Diane Gilbert** reported that this committee had a speaker from Legal Counsel speak about new rules for the usage of UA symbols and marketing used

by other companies. It was reported that the average GPA for student athletes is 3.2, and UA is first in the SEC for athletes receiving scholarships.

- International Education: **Cyndi Elliot** reported that the committee discussed the upcoming application dates for renewed and new programs. The committee also discussed the continued concern about diseases when traveling to other countries and the housing issues for international visitors on campus. A risk management committee may be looking into purchasing insurance to provide coverage to UA employees or students traveling internationally.
- Libraries: No report
- Parking: No report
- Professional Staff Assembly: **Dee** reported that the PSA raised around \$7,000 to endow their scholarship. OCTSA should look into raising money for a similar scholarship fund. An award could go to an Outstanding OCTSA person or an Alabama REACH student.
- Rec Center: **Marina Klaric** reported that new committee members were introduced. There was discussion about problems with hours of operation for the new facility. The new facility is not open as often as the old rec center. Parking is also not great at the new facility.
- Safety and Security: No report
- Student and Campus Life: No report
- Student Health Community: No report
- Tobacco Strategic Health Team: **Cassie Shultz** reported that the initiative to make UA a smoke-free campus will be announced soon. UA's new policy on a smoke-free campus covers any property owned by UA, including parking lots and the stadium.
- Undergraduate Programs: No report

## **OCTSA Committee Reports:**

### **Staff Life Committee-**

- Committee will work on updating the \$5 meal plan and Parking Services proposals for the upcoming meeting with Auxiliary Services.

### **Communications & Public Relations Committee-**

- The newsletter will be coming out soon, but **Allyson Holliday** needs a report from each committee, as well as a general blurb from Dee Cook.

### **Professional Development Committee-**

- No report

### **Service/Outreach Committee-**

- Campus envelopes will be sent to OCTSA members to collect money for the Alabama REACH Gift Card Drive.
- Donations for the Alabama REACH Pantry will be collected at each general assembly meeting.

- Donations for the Coat Drive are already being accepted. OCTSA members can bring donations to the upcoming assembly meeting. Donations can include all types of outerwear, including: coats, sweaters, gloves, hats, scarves, etc.

#### **Ad Hoc Committee**

- No report

#### **Steering Committee**

Committee will work with Staff Life Committee on updating the \$5 meal plan and Parking Services proposals for the upcoming meeting with Auxiliary Services

**Reminder:** The Staff Career Fair will be November 12, 2014. **Dee** asked for volunteers to work at the OCTSA booth from 11:00 am – 2:00 pm. Dee agreed to send an electronic sign-up sheet, so that members can check their schedules.

**Call for New Business-**      Campus Notaries- **Sherry Phillips** inquired as to whether anyone at the assembly was certified as a notary. There is a current effort to provide a list of on-campus notaries to departments, so that staff can direct students to someone who can notarize official documents. An email inquiry will be sent to ask for this information.

**Call for Old Business-**      No

Dee thanked everyone for attending meeting today.

Meeting dismissed.

**Next Meeting: 11/13/14**