



**ASSEMBLY MEETING
November 14, 2013**

Welcome: The meeting was called to order at 3:00 pm by Sherry Phillips, President. Sherry thanked everyone for coming.

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

Minutes Approved with a date change from August to September:

- A motion was made to approve the October 10, 2013 minutes as submitted. The motion was seconded. The assembly unanimously approved the Minutes.

Sherry Phillips, President gave update on the Staff Resource Fair on 11/12/2013. 183 people registered for the event and 200+ walked through. OCT passed out flyers, brochures regarding projects, and recruited new members. 24 people signed in showing interest in joining OCT. We will invite them to our December meeting and then provide opportunity for them to join.

Sherry took this time to discuss participation in OCT and how we could improve the Assembly. She asked about projects, speaker suggestions, and any comments that anyone could provide. Suggestion of more email contacts and reminders of meetings was voiced. Possible speaker from Women's Resource Center may be helpful and interesting.

With regard to the coat drive project, there was discussion on how to promote this project on campus. Suggestions included:

- go around campus in groups to collect
- setup collection boxes for donations
- distribute e-mail within each of our own departments
- network across campus

Coat drive may include sweaters, gloves, all outerwear. This project ends 12/13/2013. Sherry will send e-mail reminder with flyer attached.

Vera Johnson passed out large envelopes for the Alabama Reach gift card drive. Sherry challenged each member to raise \$50. Request donations in cash or either Wal-Mart or Target gift cards. We will have a reception for these students 12/5/2013 from 5:00 to 7:00 in the Anderson Room at Ferguson. Electronic invitations will be sent and we have a \$500 allowance for food. It will be a come and go event. Gift cards will be presented at this time.

Leslie Davis did presentation on Professional Development for OCTSA. She stated that after reviewing survey from last year and talking to Teresa Faulkner in HR, the committee has realized that most suggestions for PD are already being offered by HR. The committee has decided to ask OCT members to indicate topics that interest them and have round table

discussions. The PD committee is asking everyone to return information regarding job title, duties, and topics of interest so that those in a particular field may get together and discuss helpful tips that may make one's job a little easier or faster. Leslie also asked members to indicate a good time for the round table discussions.

Announcements (Sherry Phillips):

Sherry advised

- Tobacco Strategic Committee – needing an SGA report and petition for students to sign in support for Tobacco Free Campus. Campus will recognize Great American Smokeout on 11/21/2013.

UA Standing Committees Report:

- Committee on University Committees: next meeting will be February 2014.
- Campus Master Plan: Ronnie Robertson spoke to committee about parking and bicycles. There are 7,000-8,000 bicycles on campus. Want to make students aware of bicycle laws. UAPD has been issuing warnings to bicyclists running red lights and weaving in and out of traffic. Skateboarders do not fall into any category. Several buildings have been damaged due to skateboarding. He also reported that Parking Services has increased revenue by \$85,000/year by contracting with off campus housing for bus service from apartments to campus.
- Student Health: Encouraging Flu Shots. Stress free days start December 4th with a lineup of stress relieving activities.
- Equal Opportunity: No report – need someone to sign up to attend this committee meeting.
- Parking: No report
- Intercollegiate Athletics: Less than 50 colleges across the country perform academic research on performance and nutrition for athletes. 14 of those are in the SEC. At UA, each athlete has a detailed diet.
- Information Technology: Policy is being created for use of UA computers and network for when employees are working from home or another location. Committee is looking at policies of other universities.
- International Education: No report – need someone to sign up to attend this committee meeting.
- Rec Center: Things progressing well with new REC facility that will be located in the Presidential Village Community. The new REC facility may stay open later as it will be located in a residence hall area. Hoping to be able to move in new facility July 2014. There was another increase in number of people attending the Aquatic Center and Rec.
- Faculty Staff Benefits: No report.
- Professional Staff Assembly: No report
- Safety and Security: No report
- Libraries: No report
- Student and Campus Life: No report
- Undergraduate Programs: No report
- Faculty and Staff Benefit: Clarified the \$2500 deductible/person to include co-pays, medications, and surgeries. When limit reached, all medical costs are 100% covered.

OCTSA Committee Reports:

Service/Outreach Committee-

- OCT partnering with PSA on coat drive. Please encourage donations in your departments. May donate new and gently used children and adults outerwear. Drive will be 10/1/2013-12/13/2013.
- Alabama Reach will be an ongoing service project as we will continue to collect toiletry items at every OCTSA meetings. Also there will be a gift card drive with a deadline of 11/22/2013. Encourage people in your department to donate monies toward this project. There are approximately 45 students in this group.

Staff Life Committee-

- Still gathering data to support Parking Proposal. Survey questions sent to Sherry regarding childcare, summer day camp programs, and Bama Dining.

Professional Development Committee-

- Making plans for awards banquet in spring.

Communications & Public Relations Committee-

Sherry thanked all committees for all they had done this year.

Meeting dismissed.

Next Meeting: December 12, 2013.