

OCTSA Steering Committee Meeting October 6, 2014

Members present: Dee Cook, Lacey Nisbett, Allyson Holliday, Lynette Scales, and Leslie Davis

Members absent: Vivian Liveoak, Cassie Schults, Carolyn Fulmer, Kevin Ray, Johnny Nails, and Vera Johnson

Dee Cook welcomed everyone to the Steering Committee meeting. Minutes from the April meeting were approved as written.

Nominations – There is only one nomination for President-Elect: Todd Hester. A vote will occur during the next assembly meeting.

The Faculty/Staff Meeting was discussed by the group. Dee spoke at the Faculty/Staff Meeting and mentioned our projects for Bama Dining and Parking Services. Kristina Hoptons-Jones contacted Dee to say that Bama Dining and Parking Services were interested in meeting with the OCTSA. It was decided that this meeting would take place at the beginning of the next Steering Committee meeting on November 3. The Steering and the Staff Life Committees would both be invited to attend the meeting. The committee decided to plan a preliminary planning meeting to review last year's parking presentation and the verbiage for the current Bama Dining project.

Membership – Four new members were voted into the OCTSA at the last assembly meeting; however, membership is still low. Continuing Studies and Athletics are two areas with little to no participation in the OCTSA. It was mentioned that the group should discuss new ways to bring in unrepresented departments/offices on campus.

Outreach – Jameka Hartley from Alabama REACH will be coming to speak at the next assembly meeting. Dee suggested that we offer a raffle for some small gift or food during each assembly meeting to promote donations to the pantry, an Alabama REACH program. Dee offered to bring some UA items at the next meeting and baked goods in the future. Lacey Nisbett offered to bring a copy of *Tuscaloosa Writes This* for one of the raffles.

PSA Report – Dee reported that the PSA raised around \$7,000 to endow their scholarship. OCTSA should look into raising money for a similar scholarship fund.

Upcoming Meetings – A discussion took place on whether the group should bring snacks and drinks for the upcoming Christmas meeting. The following ideas were given about possible upcoming speakers:

- Emily Marbutt on Open Enrollment, Benefit Focus website, Bama Perks, etc.
- Teresa Faulkner on being organized or other helpful workshops
- Rebecca Kelly on goals & motivation on a healthy life for the new year
- Librarian & English Faculty on Genealogy Databases and Creative Writing
- Risk Management on email etiquette

COMMITTEE REPORTS:

Professional Development Committee – Leslie Davis has suggested that the PD committee provide handouts to the members during each assembly meeting showcasing different areas of interest on campus and in the community.

Faculty/Staff Benefits Standing Committee – Allyson Holliday reported that requests for matching TIAA-CREF contributions for non-exempt staff was denied. A report will be given on this at the next OCTSA meeting.

Service & Outreach Committee – Last year's banquet for the Alabama REACH Gift Card program was nice. Hopefully, some OCTSA members will be able to attend this year. Lynette Scales will be sending out campus envelopes to help gather donations for the Alabama REACH Gift Card program.

Staff Life Committee – This committee will meet after the next OCTS Assembly meeting. They will be asked to join the upcoming meeting to present projects to Bama Dining and Parking Services.

Communications & Public Relations Committee – Allyson Holliday will continue to work on the newsletter and website. She mentioned that if anyone else was interested in doing the newsletter, she would be happy to relinquish the responsibility.

Ad Hoc Committee – No report.