



**ASSEMBLY MEETING  
May 9th, 2013**

**Welcome:** The meeting was called to order at 3:00pm by Sherry Phillips, President.

**Roll Call:** Roll was taken via sign-in. Twenty-three representatives were present for the General Assembly meeting.

**Year End Celebration (Charlotte Harris):** Charlotte talked about the history of the OCT Committee and, with much work and dedication, where we are today as an Assembly. She referred to our website, newsletter, surveys, and activities during our inaugural year. She asked what opportunities we are looking for in the next year. We discussed professional development opportunities and ways to continue to get the word out about the OCTSA.

**Minutes Approved for March 14, 2013:**

- A motion was made to approve the March 14, 2013 minutes as emailed to all assembly members. The motion was seconded. The assembly unanimously approved the Minutes.

**Officer Nominations & Voting:**

An additional nomination of Kevin Ray for President Elect was received. No additional nominations received for the other positions. Voting by ballot was conducted and counted. The new officers are:

President Elect: Heath Nails

Secretary: Dee Cook

Treasurer: Carolyn Fulmer

**Staff Life Committee – Proposals for UA Parking Changes (Dee Cook):**

Dee presented two faculty/staff green parking fee proposals. These created based upon current number of employees, salaries, and Parking Services budget/income. One proposal would base the fee on a percentage of an employee's salary and the other proposal would have two rates with a lower rate for those whose annual salary is > \$50,000. A motion was made and vote conducted to move forward with the two rate system proposal.

**Announcements:**

**Treasurer's Report (Alesia Darling)** – The annual budget is \$2,000. To date, \$686.76 has been used to purchase a flash drive for the President, 2 copies of Robert's Rules of Order, OCTSA letterhead stationery and envelopes, and the recognition ceremony expenses.

**OCTSA Outstanding Staff Award Reception – May 16<sup>th</sup>, 3:00pm, 205 Gorgas**

**Library**

**OCTSA Meetings (next year)** – The meetings will continue to be on the second Thursday of the month and in 110 AIME at 3:00 pm.

**UA Standing Committees Report:**

**Parking:** There isn't enough parking. Also, working on new fees and they will be increasing.

Faculty Staff Benefits: BCBS of AL came and gave a presentation of their website changes and their mobile website.

**UA Standing Committee Signup:** Signup sheets were passed around for attendees to sign up for OCTSA representation on the UA standing committees. These names will be turned in to Sara Margaret-Cates.

**OCTSA Committee Reports:**

**Service/Outreach Committee-** didn't meet

**Staff Life Committee-**

- Working on the parking fee proposal.

**Professional Development Committee-**

- Get to the OCT Employee Recognition Ceremony early. Dr. Benson will not be able to stay long because of another engagement.

**Communications & Public Relations Committee-**

- Working on a logo and created a flyer for new employee orientation.
- The OCTSA website is down right now because it is moving from WordPress to Weebly.

**OCTSA Committee Signup:** Signup sheets were passed around. Due to the low attendance, co-chairs were not chosen.

**Next Meeting:** September 12, 2013