

**Office, Clerical, and Technical Staff Assembly
Steering Committee Meeting Minutes
October 7, 2013**

Members present: Sherry Phillips, Dee Cook, Vera Johnson, Lynnette Scales, Kevin Ray, Vivian Liveoak, Carolyn Fulmer, Leslie Davis, Heath Nails.

Members absent: Allyson Holiday, Stacy Coats,

Guests: Steve Miller, Amy Ratliff, Lacey Nisbett, Alesia Darling, Anita Davidson

Minutes: Minutes from the September meeting were reviewed and approved.

SPECIAL SESSION ON PARKING PROPOSAL

Sherry made a motion that we suspend normal business and move to a special session to discuss the proposal for tiered parking fees. The motion was seconded and approved.

Dee presented information on the cost of parking at other SEC colleges as well as a salary based parking fee system used by Rutgers University. She also had information on the number of parking hang tags by color sold on the UA campus this year and last year, along with a breakdown of the number of UA employees by salary range for 2012-2013. Four proposals for employee (Green Tag) parking rates were presented, but only one of them was thought to potentially generate at least as much income as Parking Services had received for the current year, which is \$960,640.

A discussion followed. There is still missing data that would be useful, such as a breakdown of the number of hangtags sold to employees by rate of pay. Parking Services is self-supporting, and would not likely agree to any proposal that resulted in a loss of revenue. Besides parking fees, they collect money from game day parking and from parking fines. Amy Ratliff (Professional Staff Assembly) suggested talking to Parking Services before submitting a proposal to find out if they would be receptive to the idea of a tiered system. She also mentioned that Human Resources might have problems implementing a tiered system. Such a system might be difficult for Payroll. Steve Miller (Faculty Senate) said that the Faculty Senate would probably be in favor of the proposal since the primary goal is that those who earn less would pay less for parking.

It was decided that Amy Ratliff would present the information to the Professional Staff Assembly Steering Committee, and that Steve Miller would ask the Faculty Senate Finance Committee to present the information to the Vice President for Finance and ask for feedback. They will report back to Sherry and we will decide at that point what to do next.

REGULAR BUSINESS

The Tobacco Strategic Health: Sherry stated that the Tobacco Strategic Health Committee has submitted a letter to President Bonner asking her make a decision on the committee's findings. The committee is waiting to hear President Bonner's reply.

Professional Staff Assembly: Heath reported that the PSA is working with Brewer-Porch Children's Center as part of their outreach effort. At their last meeting, the PSA also mentioned the need for more recycling bins on campus.

COMMITTEE REPORTS

Staff Life Committee: Parking proposal, as discussed in the special session at the beginning of the meeting.

Service and Outreach Committee: Vera reported that Service and Outreach is planning to collect gift cards for Alabama Reach at Christmas. Sherry mentioned that she had discussed holding a reception for Alabama Reach students, and that Reach coordinator Jameka Hartley had wanted to hold the event off campus. Sherry mentioned that this would be difficult to do, and suggested we consider holding the reception at a campus location. Vera also reported that Service and Outreach is planning to join with the Professional Staff Assembly in their annual coat drive. All coats collected will be donated to Temporary Emergence Services. She will ask that PSA send a representative to an upcoming OCT Assembly meeting to discuss the drive.

Communications and Public Relations Committee: Vivian reported that there were some complications with the fliers for new employees. Printing Services was no longer using the circle logo. We would have to get permission to continue using that in our logo, or come up with a new design. We would also need to get permission from the Athletic Office to use the Crimson Tide logo. Vivian will inquire about getting approval and report back.

Vivian also reported that the cost for 500 fliers was \$175.59 and for 500 notecards the cost was \$55.88.

Professional Development Committee: Leslie reported that the Professional Development Committee met with Teresa Faulkner to discuss ways in which we could work with HR Development. Several ideas were discussed in that meeting and will be presented later.

Ad Hoc Committee: No one present. Sherry asked that each committee submit two or three survey questions to her by November 1. The goal would be to get a survey out over the holidays.

OTHER BUSINESS

Career Fair: Will be held Tuesday, November 12, from 11:00 – 2:00. Sherry will send out a Doodle Poll asking who is available to work during those hours.

Meeting adjourned

Minutes submitted by Kevin Ray