



THE UNIVERSITY OF ALABAMA®  
Office, Clerical & Technical Staff Assembly

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*OCTSA STEERING COMMITTEE AGENDA*

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Monday, February 6th, 2017

3:00 pm - room 213 AIME

1. February assembly agenda: Tonyia Tidline – Community Affairs
2. Time clock report and meeting with HR
3. Chili cook-off assignments
4. Committee reports:
  - a. Staff Life - Update
  - b. Service/Outreach – Shoe drive for Metro Animal Shelter
  - c. Communications & PR – Social media and web-site, announcements for outreach activities and staff award nominations, new OCTSA brochure
  - d. Professional Development - Staff Awards
5. New/Other business

NEXT ASSEMBLY MEETING IS February 14<sup>TH</sup>, 2017