



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

OCTSA STEERING COMMITTEE AGENDA

Tuesday, December 6th, 2016

2:00 pm - room 123 Smith Hall

1. December assembly agenda: Speakers will be Dr. Lee Keyes, Director of the Counseling Center & from the Women & Gender Resource Center - Zoe Winston
2. Committee reports:
 - a. Staff Life
 - b. Service/Outreach – bring pantry items for AL Reach Dec. 13th
 - c. Communications & PR - create contact list of names received during the Staff Resource Fair
 - d. Professional Development
3. Timeclock implementation and issues – many phone calls, comments in campus mail, and emails received from across all UA areas/departments
4. Annual leave accrual

NEXT ASSEMBLY MEETING IS DECEMBER 13TH, 2016