

USC Staff Assembly General Assembly Meeting Minutes

Date: August 3, 2006

Location: UPC – SSL 150

Present: Noemi Adalin, Evelyn Alva, Octavio Avila, Steve Barnhart, Jane Bartlett, Bob Cuthill, Ingrid DeCook, Paul Flores, Lisa Gallegos, Rita Gonzales, Stan Henderson, Shannon Hinojosa, Erika Jimenez, Michelle Jones, BaShai Lagarde, James Lynn, Ellen Miyasaki, Yolanda Mora, Lou Nieto, Ardell Nolan, Georgina Nuttall, Claudia Ortega, Bryan Ortiz, Joyce Perez, Gloria Reyes, Marty Ruggles, Chris Schweska, Rick Scott, Christopher Stephan, Lori Suarez, Wade Thompson-Harper, Wyman Thomas, Mary Trujillo, Lydia Vazquez, and Pamela Wallace-Thompson,

Absent: Denise Campbell, Delfina Candelaria, Wendy Cook, Betty Davis, Shirley Johnson, Dawn Kita, Linda Lewis, Jackie Mardirossian, Lois Nishimoto, Irene Ortiz, Veronica Pete, Ruth Scott-Williams, Rosemarie Tellez, Melvin Walker, Carolyn Ward, Denise Wiegel, and Amy Yung

Call to Order: With a quorum present, President Michelle Jones called the meeting to order at 9:15 a.m.

Approval of July 13, 2006, General Assembly Minutes: On motion by Rick Scott and seconded by Marty Ruggles, the minutes of the July Staff Assembly meeting were approved with corrections.

Personnel Council Report, Awilda Bregand: Ms. Bregand stated that the Personnel Council didn't have anything to report but that they will be ramping up as the Fall semester is about to start. The Benefits Administration Office is looking into replacing our PPA (Pre-Tax Payment Account) administrator (CONEXIS). There are not complaints about CONEXIS' service but other vendors may be able to offer the university more features. Awilda reminded members of the Assembly who may have received notices from CONEXIS regarding providing receipts for their debit card transactions that their cards are subject to suspension soon if the proper documentation is not received.

Associate Sr. Vice President for Administration, Janis McEldowney: Ms. McEldowney reported she should soon have an update regarding the strategic planning being done by Todd Dickey and Dennis Dougherty as that process ramps up.

President's Report, Michelle Jones: Michelle thanked Steve Barnhart for stepping in to help with the Vice President's duties during Lois Nishimoto's incapacity.

Guest Speakers: Steve Barnhart introduced Professor Thomas Katsouleas who is serving as the Vice Provost for Information Services and is the Immediate Past President of the Academic Senate. Dr. Katsouleas spoke regarding the recent changes in the former Information Services Division which have resulted in two organizations: University Libraries, headed by Marje Schuetze-Coburn, and Information Technology Services which Dr. Katsouleas heads. The major change involves “federating” information technology so that various units are now able to either purchase services from ITS or find another provider (including other units or groups of units on campus). The whole port-counting structure has been eliminated and the savings returned to the departments. A significant accomplishment with the new structure has been that “the lights stayed on” after the organizational changes were implemented.

Donning his hat as the Immediate Past President of the Academic Senate, Dr. Katsouleas then spoke about some issues of interest to both the Senate and the Assembly. Of primary concern were the perceptions of the ticketing policies related to Staff/Faculty sections of the Coliseum and Basketball venues. Based on his conversations with individuals in both the Athletics department and Ticket Office, he has learned that those sections have remained the same size over the last several years but with the recent success of the athletic teams (particularly in football) there isn’t as much turnover in season ticket purchasers in the Staff/Faculty group so new applicants aren’t able to get tickets. The Ticket Office is not willing to expand the section since their tracking of tickets for sale on the Web has revealed a very large number of Staff/Faculty tickets being re-sold. He also gave brief remarks about the future Faculty/Staff seating in the new Galen Center.

Dr. Katsouleas then turned the meeting over to Najwa Hanel who is a Research Librarian in the Science Library and also serves as the Chair of the University Events Committee of the Academic Senate. A true Trojan Family Trojan, she presented further information on the Staff/Faculty seating arrangements and looked forward to working with Athletics on said arrangements in the new Galen Center. Her committee will be working with those designated by the Staff Assembly on that issue. She also spoke about upcoming opportunities for Faculty and Staff to participate in an Athletics support organization. Notification about this organization should be sent to all active Faculty and Staff members sometime this fall.

Committee Reports:

Communications - Rita Gonzales: Rita reported that the committee did not formally meet in July but that they were planning on publishing the next edition of the *Assembled Voice* by the end of August.

Compensation and Benefits - Evelyn Alva: The committee continues to work on their project on medical benefits for retirement. Steve Barnhart will attend their next meeting to discuss how best to formulate the proposed resolution.

Environment - Wyman Thomas: The committee is making preparations for the Crime Prevention Fair to be held in November on both the University Park and Health Sciences Campuses. The committee will be presenting a budget to the Executive Committee at its August meeting. The committee will meet immediately following the Assembly meeting today.

Rules and Elections – Steven Barnhart: Steve presented Staff Assembly pins to new members James Lynn, Yolanda Mora, and Lydia Vasquez. The committee selected the August recipient of the Staff Monthly Recognition Award who, unfortunately, has been laid off from the university so no August award will be presented. The committee has received sufficient nominations for the September and October awards. Steve encourages members to continue sending in nominations for the award. The committee is also working on the upcoming Staff Assembly Election. Those members who are completing their second year of their second two-year term on the Assembly have been notified that they are ineligible to appear on the ballot. The next meeting of the committee will be Monday, August 7 in the UVI conference room.

Rights and Responsibilities – Michelle Jones: Michelle reported in Ruth's absence that although the committee did not meet in July, Ruth did receive a call from the new director of the Child Care Center who followed up on some of the issues the committee has been monitoring.

Transportation – Wade Thompson-Harper: The committee did not meet in July. Wade reported on some of the activities of the Citation Review Board and informed the Assembly that some of the appellants were known colleagues of ours. He made available a list of the standard citations and their corresponding ticket amounts. According to reports given to him, it appears that the vanpool drivers have signed the new vanpool drivers agreement between them and USC. He then dealt with questions from the membership, particularly with regard to the reported inconsistent parking enforcement activities on the Health Sciences Campus.

New Business: President Michelle Jones gave a brief report of Lois Nishimoto's condition which continues to improve.

Next Meeting: Michelle announced that the next meeting is on Thursday, September 7, 2006 from 9 - 10:30 am on the UPC in a room to be determined later as we work with Classroom Scheduling who is in the midst of finalizing Fall classes.

Adjournment: On a motion by Marty Ruggles and seconded by Pam Wallace-Thompson, the Assembly meeting was adjourned at 10:37 a.m.

Minutes submitted by: Steven Barnhart in Jackie Mardrossian's absence.