It’s cliché to lead off this way, but it really is difficult to believe how quickly 2015 has gone by. It feels like I’ve been in office for only two or three months, but somehow the calendar has flipped over 12 times already, and we’re celebrating the end of another year.

Looking back, it’s been both a challenging and incredibly rewarding 2015. On the plus side, the Assembly held more Staff Appreciation and recognition events than ever before—at more campuses and centers than ever before—and gave away a ton of tickets, discounts, and gift cards to staff. I remain so appreciative to all our partners at USC (especially USC Athletics, USC Communications, and the USC Bookstore) for their support of our events and promotions. I can’t thank you enough!

On the flip side, while I was personally involved in more committees and meetings than I ever thought possible, it’s never enough; one of the low points for me from 2015 was hearing how disconnected some USC staff feel, and specifically the feedback we received regarding the Assembly’s involvement (or perceived lack thereof) with issues important to Staff. I care very deeply about USC, and the various roles I’ve had here since first stepping foot on campus in 1988, and this is the kind of feedback that really bothers me; not because it’s negative, but because I always feel like there’s more I can do. At least, more I can *try* to do.

Fortunately, I’ll get the chance to do more; I am humbled and honored to have been re-elected Staff Assembly President for 2016. I’m also incredibly fortunate to have most of the Executive Committee returning – they’re an incredible group of dedicated volunteers, and the Staff Assembly is lucky to have them back for another year. For the full 2016 Executive Committee, turn to page 20.

Speaking of the Executive Committee, on their behalf I want to invite you to attend one of our General Assembly meetings in 2016! Make it a resolution this year to learn more about the Staff Assembly and what we do. General Assembly meetings are always open to the public, and are a great way to learn more about the Staff Assembly, hear things we’re up to or are addressing, and learn from our guest speakers. Meetings are typically the first Thursday of every month, and our January meeting will feature Debbie Fabanish discussing changes coming to the USC Retirement plans. Todd Dickey, Senior Vice President for Administration, will be our guest speaker in February. Meetings are always from 9:00-10:30am, and specific room locations are announced about a week in advance on our Facebook page. Be sure to “like” us to stay connected!

I encourage everyone to find a way to do just that in 2016 – stay connected. You don’t have to use social media, or attend every meeting, but this year, try to find a way to connect with your fellow staff, with your department, with your University. USC is an amazing place to spend half your waking hours (or in some people’s cases, much more than that!), so I encourage you to find a way to make that time more personal, more meaningful. This place truly is, and always will be, what we make it.

Enjoy this issue of the AV, and please stay in touch through one of the means on the next page – I hope to see you at a meeting or event in 2016!

David Donovan
President
USC Staff Assembly
**Staff Assembly Information**

**Monthly Meetings:** Typically held on the 1st Thursday of the month from 9:00am - 10:30am; dates subject to change based on University Calendar. Locations and important information are announced via email and Facebook. A Facebook Event with information is created for each meeting.

**USC Staff Assembly Website:** [https://staffassembly.usc.edu](https://staffassembly.usc.edu)

**Contact & Feedback Email:** staff.assembly@usc.edu

**Facebook Page:** [www.facebook.com/uscsstaffassembly](www.facebook.com/uscsstaffassembly)

**Twitter:** @USC_SA or [https://twitter.com/USC_SA](https://twitter.com/USC_SA)

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**USC Center for Work & Family Life**

Our confidential services are a benefit of your employment at USC and include solution-focused counseling for work and personal concerns; consultative support for faculty, supervisors and departments; and a variety of programs and services targeted to help you preserve a healthy work/life balance.

Visit: rossier.usc.edu
Call: (213) 740-0224
Email: info@rossier.usc.edu

213.821.0800 • [www.usc.edu/worklife](www.usc.edu/worklife)
Lali Acuna
Evelyn Alva
Jennifer Alvarado
Tammy Anderson
Teri Aparicio
Melissa Aparicio
Jennifer Avancena
Melissa Azarcon
Gabe Badillo
Anthony Bailey
Linda Bakabak
Dan Bayer
Debra Bernstein
Susan Biddlecomb
Robbie Boyd
Cynthia Brass
JaBari Brown
Cody Busia

Delfina Candelaria
Tracy Charles
Fanny Cisneros
Rickey Craddock
Jeffrey De Caen
David Donovan
Laura Estrada
Felicia Felton
Sarah Fried-Gintis
Lisa Gallegos
Jane Gollayan
Rita Gonzales
Akram Gorgi
Sarah House
Erin Jebavy
Michelle Jones
Markisha Lea
Sara Lora

Sarah Luna
Jacalyn Mardirossian
Leilani Mendez
John Ng
Lou Nieto
Lois Nishimoto
Carla Obnillas
Veronica Perez
Lillian Rivera
Isabel Rodriguez
Rodney Rubio
Rosemarie Tellez
Pamela Wallace
Allie Welsh
Sue Wiedem
Shelly Wong
Peter Zamar
Randy Zuniga
GOOD NEIGHBORS CAMPAIGN

Add a little more year-end joy to your shopping list!

Be a SECRET (or not so secret) SANTA and
give the GIFT that keeps on GIVING!

It’s not too late to give our community a holiday gift that lasts all year long!

Text “GNC” to 41444 or visit http://GoodNeighbors.usc.edu

100% of every contribution goes to local schools and non-profit organizations

We send our holiday thanks to this year’s 2015 Good Neighbors Campaign donors for their generosity, and to our 2015 GNC Campaign Leaders for their energy, dedication and tenacity in working towards the $1.6 million goal to support college access, improve health outcomes, community safety, and promote workforce development.

USC Civic Engagement

goodneighbors.usc.edu

USC University of Southern California
Greetings from the University Staff Club. We have had an exciting year and I’d like to recap and highlight some of it so you can have a good understanding of who the Staff Club is and why you should be a member. The Staff Club is a membership organization that provides scholarship contributions to students, enjoys bringing staff together in social events, networking, staff recognition, and co-staff member of the month award. Being a part of this organization allows you to make a significant contribution to the University by increasing our endowment and help those graduate students with expenses and achieve their goals.

If you have not been to any of our events, you have missed some exciting times. We have an annual holiday party that is second to none while also helping under privileged children with a toy drive. This past year (Halloween Weekend), we had a cruise to Ensenada, Mexico that was so nice. The USC Dodger day was exciting and full of good food—all included in your ticket price. We went on a dinner cruise out of Marina del Rey in August. All these functions are for you, the staff, to get a break from the norm and get to know other staff members outside of your own work environment.

Please visit our [website](#) and become more familiar with the Staff Club and join us in enhancing the University and help students as well as have some fun with your fellow University co-workers. If you have any questions, please feel free to contact me or any board members wharper@usc.edu.

**Wade Thompson Harper**  
President, University Staff Club, 2011-2015

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**NEWS RELEASE**

**RADISSLON MIDTOWN HOTEL AT USC HONORED WITH RENOVATION AWARD**

The extensive hotel renovations began in 2011 and were concluded in April 2015. It features renovations to all 240 guest rooms, business class rooms, an executive level floor and lounge, new guest elevators and public spaces. New artwork throughout the property celebrates the storied traditions of the University of Southern California.

Our hotel is ideally located on the east border of the University of Southern California’s main campus and we are proud to demonstrate our Trojan Spirit in everything we do. We look forward to our guests and campus community experiencing our new look.

For reservations and more information, visit our [website](#) or call 213-748-4141.
The relationship between the Staff Retirement Association and the Staff Assembly has grown and developed over the last year. President David Donovan represents the Assembly on the SRA Board, and reciprocally, SRA Board Member Bill Givens reports the activities of the SRA to the Assembly.

It has been a year of change for the SRA and the Emeriti Center. A cutback of staff led the Emeriti College to re-examine its programs and, at the same time, to move its offices to the University Religious Center (URC).

However, volunteers have stepped up and the Emeriti Center and the SRA have thrived. There was a well-attended reception at the new quarters, and several programs have taken place, including a fantastic chocolate tasting and tours of the new McKay Center. The SRA Board was represented at the Faculty Retirement Luncheon, and held its annual Holiday Breakfast on December 4. A Mississippi Riverboat cruise is in the offering.

In addition to keeping the Staff Assembly apprised of SRA and Emeriti Center happenings, the relationship has brought new pre-retirement members into the SRA. A staff member doesn’t have to be retired to join; it’s a great way to access resources and relationships that facilitate the road to retirement, as well as helping retirees thrive.

This is an important relationship, and we look forward to its continued success.

Bill Givens
SRA Board Member
Communications

The Communications Committee is responsible for publishing the Staff Assembly newsletter called “The Assembled Voice.” It is also responsible for maintaining the Staff Assembly website, Facebook and Twitter pages; answering Staff Assembly e-mail; retaining Staff Assembly history; all photography for Staff Assembly; and publicizing of all Staff Assembly events.

Chair: Lali Acuna
Committee Members: Melissa Aparicio, Jennifer Avancena, Fanny Cisneros, Laura Estrada, Jane Gollayan, Erin Jebavy, Sarah Luna, John Ng, Rodney Rubio.

The Communications Committee is committed to improving social media outreach to allow USC staff members to stay connected to the latest news and happenings. Be sure to like us on Facebook to stay up to date with the Assembly anytime, anywhere!

We are also responsible for keeping the history of the Assembly by capturing events and meetings in pictures, and by compiling a photo montage for display at the year end Staff Assembly Holiday Party. If you have any pictures from staff events that you would like to share with us, please send them to us at staff.assembly@usc.edu.

If you have any suggestions or would like to submit an article or ad for the next issue of the Assembled Voice, please let us know.

Compensation & Benefits

The Compensation and Benefits Committee monitors and reports staff concerns regarding university staff compensation and benefits issues. The committee reviews the annual salary survey as well as health and retirement plans, and participates in any proposed benefits changes.

Chair: Gabe Badillo
Committee Members: Linda Bakabak, Jeffrey De Caen, Sarah House, Sara Lora, Carla Obnillas, Pamela Wallace, Randy Zuniga.

During 2015, the Compensation and Benefits Committee reviewed the USC HR titles for staff. Title hierarchy and nomenclature differs significantly between different sectors of IT, facilities management, hospitality, performing arts, admissions, and many more. The Committee has reached out to Central HR and USC units to see how their management positions are structured along with the titles for the positions in those departments.

The Committee has also been working to bring awareness to the university for the need to have ergonomic assessment for all new office buildings being constructed on USC campuses.

The Committee will continue to review benefits packages and encourage the staff to let us know if you have any questions or concerns regarding your benefits. Please email us at staff.assembly@usc.edu.
**Environment**

The Environment Committee is responsible for monitoring the safety and security of the university working environments at the Health Sciences, University Park, and auxiliary campuses. The committee reviews and reports on the recycling and waste reduction program and investigates disaster preparedness on all campus locations, and works with the Office of Sustainability and Public Safety. The Committee also works together with the Staff Assembly Transportation Committee on some projects.

*Chair: Rita Gonzales*
Committee members: Anthony Bailey, Susan Biddlecomb, Cynthia Brass, Tracy Charles, Lisa Gallegos, Lois Nishimoto, Allie Welsh.

First of all, I want to thank everyone on the committee for their hard work this past year. The Environment Committee works with the Office of Sustainability and Public Safety, and with the Staff Assembly Transportation Committee.

This past year we worked on the Environment Fair on both HSC and UPC. It was very educational and fun meeting various staff members on both campuses. We have also taken on the task of looking at smoking policies on UPC, and we recently put out a survey and we have been meeting with students and some faculty members on this subject.

Some members of the committee have been attending joint sustainability and water conservation task force meetings that are made up of staff, faculty and students. There is a feeling that many of us want to make our place of work an environmentally friendly campus, especially when California is in a severe drought.

For 2016, we will still be addressing some of the concerns of staff concerning safety and a healthy environment. We will have the results of the smoking survey, plus we hope to have a survey on bicycle safety on campus. We will also continue to work with the task force looking at sustainability and water conservation on USC campuses.

If you have safety or environmental concerns you would like to bring to our attention, please email us at staff.assembly@usc.edu.

**Rights & Responsibilities**

The Rights and Responsibilities Committee monitors and makes recommendations regarding the Staff Handbook and any other publications with policies that affect the staff. In addition, the committee monitors issues related to staff development, sexual harassment and staff grievances, as well as promoting the recognition of staff as valuable, responsible members of the university community.

*Chair: Evelyn Alva*
Committee Members: Melissa Azarcon, Dan Bayer, Robbie Boyd, JaBari Brown, Delfina Candelaria, Felicia Felton, Leilani Mendez, Isabel Rodriguez.

This year the committee continued to work on the project begun by the previous year’s committee, the Catastrophic Illness Voluntary Leave Time Donation Program. This program would allow staff who have an abundance of vacation and sick time, that they might otherwise lose, to donate unused hours to a leave bank fund for use by eligible staff affected by a catastrophic situation as defined in the university policies.

We have gathered much information from peer universities on this subject. This information will be compiled and put into notebook form along with a resolution and presented to the Executive Committee for approval before it can go before the general assembly for vote. This project will be completed early next year.
RULES & ELECTIONS

The Rules and Elections Committee is responsible for reviewing and recommending changes to the Constitution, By-laws, and Standard Operating Procedures of the Staff Assembly. It conducts the nomination and elections process as well as the election of officers. The committee monitors the Assembly's attendance, maintains the official membership list, and is responsible for filling vacant seats. The committee also selects the Staff Monthly Recognition Award recipient in conjunction with the USC Staff Club.

Co-Chairs: Jackie Mardirossian and Cody Busia

Committee Members: Teri Aparicio, Sarah Fried-Gintis, Akram Gorgi, Rosemarie Tellez, Sue Wiedem.

The Rules and Elections Committee would like to congratulate all of the 2015 Monthly Staff Recognition Award recipients! In addition to receiving an elegant plaque displaying a recognition certificate signed by President C. L. Max Nikias, the President of the Staff Assembly, and the President of the Staff Club, awardees receive a monetary prize from Staff Club as well as a free month of parking thanks to the generosity of USC Transportation Services. Staff awardees are invited to attend the annual Staff Recognition Luncheon co-hosted by President C. L. Max Nikias and the University Staff Club, and are featured on the USC Employee Gateway.

Please take a moment to nominate that special staff member today by visiting https://staffassembly.usc.edu/recognition-award/.

We would like to welcome the 2016 Staff Assembly members, and we are excited to work with you in the new year. Thank you to everyone who participated in electing your Staff Assembly representatives!

TRANSPORTATION

The Transportation Committee is responsible for monitoring staff concerns regarding parking and transportation issues, which include utilization of facilities, carpool, vanpool and other ridesharing programs, and the construction of parking facilities on both the Health Sciences and University Park campuses. Members of the committee may also participate on USC Transportation Services' Citation Review Board.

Chair: Lou Nieto

Committee Members: Jennifer Alvarado, Tammy Anderson, Debra Bernstein, Rickey Craddock, Markisha Lea, Veronica Perez, Lillian Rivera, Shelly Wong, Peter Zamar.

In the interest of protecting the campus community, USC Staff Assembly's Transportation Committee has identified hazards that raise serious concern. Some of our colleagues have personally witnessed near accidents.

PSD Crosswalk (Jefferson & Royal Ave.): There are plans to completely redesign this intersection. Funds have been secured to do a feasibility assessment in the Fall. The assessment will take up to 6 months to complete. At that time a traffic engineer and designer will observe the intersection and submit three designs that would help improve the safety of that intersection. After the assessment is completed, USC will then suggest recommendations to the city and ask them which they think is acceptable. The Staff Assembly has been offered the chance to review the three designs that will be submitted so we may provide some input. The timetable for completion of this project is end of FY17 or beginning of FY18.

The crosswalk at 37th and Flower Streets: USC sent a traffic engineer to LADOT to get a commitment from them to address the safety issue at this crosswalk. LADOT requested that a traffic study be done before any changes can be made. As of right now, there are no funds available to conduct a traffic study. The cost of the study is between $10K - $20K. (Continued on page 9)
**Transportation Report Continued:**
LADOT believes that particular crosswalk is still an active crosswalk and not a decommissioned one. If it is still active, LADOT will maintain it as such with new striping of the crosswalk lanes when appropriate. The suggestion of making a flashing crosswalk, which is similar to the one in front of the Capital Construction building is not an option. LADOT says that type of crosswalk is no longer a standard crosswalk.

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### 2015 Staff Assembly Executive Committee

![Staff Assembly Executive Committee](image)

David Donovan, Michelle Jones, Jackie Mardirossian, Lali Acuna, Evelyn Alva, Gabe Badillo, Cody Busia, Rita Gonzales, Lou Nieto

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### Important Information

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<th>USC Human Resources Service Center</th>
<th>Trojan Family Navigator</th>
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<td>USC HR Service Center provides prompt, accurate, and thorough assistance on all employment-related matters for faculty and staff. The Center is committed to outstanding customer service and will shepherd employees through each question or problem until it is fully resolved. Click <a href="#">here</a> to explore their website!</td>
<td>Keck Medicine of USC now offers staff and faculty the Trojan Family Navigator, a dedicated phone line and email for scheduling appointments with any Keck physicians. To schedule appointments at any Keck site (except for Verdugo Hills Hospital), call (323) 876-5267 (323-TROJANS) or email <a href="mailto:webappointments@med.usc.edu">webappointments@med.usc.edu</a></td>
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<th>USC Employee Gateway</th>
<th>Trojan Learn</th>
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<td>Be sure to check out the comprehensive website for USC faculty and staff - the USC Employee Gateway. Click <a href="#">here</a> to learn about important information on benefits, policies, campus services, news and events, and more. Did you know the Gateway features an Employee Photo of the day? Click <a href="#">here</a> to see all the photos!</td>
<td>It's always a great time to learn new skills and knowledge to help you succeed and grow professionally – our workplaces are changing rapidly and we all need to stay current. Click <a href="#">here</a>, make a list of skills and behaviors you’d like to improve, and browse for titles that match your list.</td>
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<th>USC Benefits</th>
<th>Working at USC - on Video</th>
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<tr>
<td>Please click <a href="#">here</a> to see your employee benefits that include a broad range of programs to help protect the health, wealth, and future of you and your family.</td>
<td>USC Employee Communications chronicles all aspects of employee life through video <a href="http://employees.usc.edu/working-at-usc-on-video/">http://employees.usc.edu/working-at-usc-on-video/</a></td>
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You’ve come to the right place! Buying a new home is an exciting event! It’s also a complex process that is simplified when you partner with a lender you can trust.

We invite you to explore our Home Buyer Program where you will learn everything you need to buy your first home with confidence.

Our Home Buyer Program will help you:
- Understand the basics and upfront costs
- Find a home with the price that’s right for you
- Discover how credit scores impact loans
- Understand your loan options
- Learn what to do after you close

Start Your Home Journey with the Lender You Know and Trust.
USC Credit Union has helped thousands of Trojans just like you achieve homeownership. Give our mortgage team a call at (877) 670-5860 Option 5, or visit our site for more information.

Start Your Home Journey Today!
www.USCcreditunion.org/firsthome

Whether you need an event for your VIPs or Boxed Lunches for a Student Org meeting, we’ve got you covered!

Call the University Club today for all of your catering and banquets events.
(213)740-2030

USC University Club at King T conceivable Hall
**Staff Monthly Recognition Awardees**

**July 2015**

**Lillian Rivera**  
Contracts and Grants Officer  
Department of Contracts and Grants

“As a veteran in her position, Lillian is willing to share her knowledge and experience by providing training to new staff, other department administration, and faculty. She is also willing to accept feedback and continues to grow in her position for many more years to come.”

Jean Chan, Associate Director  
Department of Contracts and Grants

**August 2015**

**Kamilah Mayfield**  
Department Business Administrator, Hamovitch Research Center  
USC School of Social Work

“I can always depend on Kamilah to be on the forefront of grasping and implementing new initiatives within the school and the university. She is a forever-learner, self-starter and committed to excellence.”

Carmen Frierson, Vice Dean, Finance & Administration  
USC School of Social Work

**September 2015**

**Carmy Peters**  
Director of Development  
USC Norris Comprehensive Cancer Center

“In a career that has spanned more than three decades at the university, Carmy has fostered, enriched, and sustained enduring relationships with patients, donors, faculty and staff. Her dedication, enthusiasm, and commitment to her job and the mission of USC Norris are evident day in and day out!”

Stephen B. Gruber, M.D., Ph.D., M.P.H., Director  
USC Norris Comprehensive Cancer Center
**October 2015**

**Hayley Peltz**  
Student Services Advisor, Molecular and Computational Biology  
USC Dornsife College of Letters, Arts and Sciences  

“Hayley is constantly creating an atmosphere which accentuates learning, she is consistently helping to preserve the integrity of our students, and keeping the lines of communication open with each person she encounters whether that be a faculty member, a staff member, or a student.”  
Katie Boeck, Administrative Assistant II  
Molecular and Computational Biology Department

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**November 2015**

**Jacqueline Wiedel**  
Systems Programmer II  
Information Technology Services  

“Jackie has the type of job where the general public doesn’t see her. She is the person that helps the field technicians, my fellow project managers and me when we are on the premises of the customer trying to solve their data issues. We come out looking like the hero when it was Jackie who solved it from her desk.”  
Rita Gonzales, Technical Project Leader, Sr.  
Information Technology Services

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**December 2015**

**Cristina Wilson**  
Director of Finance and Research Administration  
USC Schaeffer Center for Health Policy and Economics  

“Cristina is the rare type of colleague who can as easily speak to you as a friend, as a mentor and as a supervisor. Her proficiency in her field commands respect and allows her to be authoritative, yet her supportive tendencies and cheerful demeanor allows her to become a confidante.”  
Sadena Thevarajah, Director of External Affairs  
USC Schaeffer Center for Health Policy and Economics
Nominate a colleague for the Staff Monthly Recognition Award!

Award criteria:
- Demonstrable outstanding job performance
- Dedication and willingness to assist in problem solving beyond job requirements
- Positive attitude and generally cheerful disposition
- Sharing of personal expertise to enhance university environment

To nominate a candidate:
- Complete the nomination form on the next page or on the Staff Assembly’s website
- Attach a letter detailing how the candidate meets the award criteria
- Attach two additional letters of recommendation, one must come from USC staff or faculty
- Submit the packet of materials to staff.assembly@usc.edu

We encourage you to nominate outstanding colleagues who routinely go above and beyond their job requirements!
Nomination Form – Monthly Staff Recognition Award

Many individuals at USC exhibit constant and dedicated service and make a genuine contribution to the quality of life at the University. To recognize these extraordinary people for their job performance, the Staff Assembly and the Staff Club jointly offer the Staff Monthly Recognition Award, which was instituted at USC in 1986.

The Award is presented to the recipient at the Staff Assembly general meeting. Each recipient receives a check from the USC Staff Club and a framed certificate of appreciation from the Staff Assembly signed by USC President C. L. Max Nikias and the presidents of the Staff Assembly and the USC Staff Club. Public recognition is provided through the Assembled Voice, the Staff Assembly and Staff Club websites, and the Employee Gateway.

What are the Criteria?

- Current and active benefits eligible staff employed at a minimum of 50% who have not already received this award.
- Demonstration of exemplary job performance including but not limited to:
  1. Dedication and willingness to assist in problem solving beyond their job requirements (i.e., “going the extra mile”);
  2. A positive attitude and generally cheerful disposition;
  3. Sharing of personal expertise to enhance the University environment
  4. Commitment to the USC Code of Ethics

How to Nominate?

- Complete the form below or obtain from Staff Assembly’s website: www.usc.edu/org/staffassembly
- Attach a letter providing all necessary information to support your nomination, addressing the criteria above.
- Ask at least two others to support your nominee by writing a letter of recommendation including specific examples of how the nominee meets the award criteria. At least one letter must come from faculty or staff (a minimum of three letters are required with the form).
- Submit the materials to: staff.assembly@usc.edu

I nominate the following individual for the monthly Staff Recognition Award (nominations are held for two years)

Name
Position
Department
Work Telephone and Email
Supervisor/Department Head
Work telephone and Email

In 25-30 words, please provide a statement about why the nominee is deserving of the monthly Staff Recognition Award. The statement will be used for Staff Assembly communications (eg. websites, newsletter, photo caption).

I am: □ Staff □ Faculty □ Student □ Alumni

Submitted by
Date

Campus Address
Mail Code

Campus Telephone
E-mail Address

Names of those providing the required additional two recommendations (additional supporting letters are optional):

Name is: □ Staff □ Faculty □ Student □ Alumni
Name is: □ Staff □ Faculty □ Student □ Alumni
Name is: □ Staff □ Faculty □ Student □ Alumni
Name is: □ Staff □ Faculty □ Student □ Alumni
Name
Lifestyle Redesign®

Your on-campus resource for health promotion and wellness. Programs include:

- Weight Management
- Diabetes
- Smoking Cessation
- Chronic Headaches
- Pain Management
- College Students
- Multiple Sclerosis
- Mental Health
- Oncology
- Ergonomic Evaluations (free for USC employees)

Most services are covered by PPO insurance plans. Call us today to schedule an appointment or your free 15-minute phone consultation. Services are provided by licensed occupational therapists who are also USC faculty members. Offices are located on both USC campuses:

**University Park Campus**
Engemann Student Health Center
1031 W. 34th St., Suite 452
Los Angeles 90089

**Health Sciences Campus**
Clinical Sciences Building (CSC)
2250 Alcazar St., Suite 133
Los Angeles 90089

**USC Chan Division of Occupational Science and Occupational Therapy**
Faculty Practice

email: oftp@chan.usc.edu
web: chan.usc.edu/otfp
phone: 323-442-3340
fax: 323-442-3351
**DID YOU KNOW?** USC has many resources and discounts available to staff!

**Ticket Office:** Discounts on everything from USC sporting and cultural events to your local movie theaters and Southern California's biggest attractions.

**USC Bookstore:** Use your USCard to get an employee discount of many bookstore items, including your favorite Trojan gear! Employees receive 10% off purchase with your USCard (you can also use it to pay).

**Neighborhood Homeownership:** The USC Neighborhood Homeownership Program provides eligible employees with monthly payments totaling $50,000 or 20% of the homes purchase price (whichever is less) over a seven year period for eligible homes surrounding UPC and HSC. Find out more here.

**USC Bicycle Coalition:** USC Bicycle Coalition’s mission is to promote safe cycling, connect cyclists to resources, and advocate for their needs within USC and the surrounding communities.

**USC Athletics:** Free entrance to all ticketed athletic events including Soccer, Men's and Women’s Volleyball, Baseball, Track and Field, and Women’s Lacrosse. **Exceptions:** Football, Men’s & Women’s Basketball games, and ALL NCAA events.

**USC Football Tickets:** Faculty and Staff receive up to 20% off their Football Season seats. Please contact Stacie Tam in the Athletic Department at 213-821-6157 or email at Stacieta@usc.edu.

**USC Gas Station:** Purchase gas with your USCard, Visa, MasterCard and American Express at the USC Gas Station located on the corner of 35th Street and Grand Avenue (next to the Parking Center). Hours of Operation: 7:00 am - 7:00 pm Monday-Friday. Closed Sat. & Sun.

**Natural History Museum of Los Angeles:** Free admission with your USCard - www.nhm.org

**La Brea Tar Pits:** Free admission with your USCard - www.tarpits.org

**The Parking Spot:** 25% discount at two LAX locations - www.theparkingspot.com

**AAA:** $20 off a new membership. Sign up through USC Transportation’s website.

**Yellow Cab:** Pay with your USCard. Text your pick-up address to 777222 or call (800) USC-TAXI. Three cab locations at UPC: Gate 3, Gate 5 and the Radisson. www.layellowcab.com
DID YOU KNOW? USC has many resources and discounts available to staff!

**Enterprise Rent-a-Car:** Located in PSX, inside USC Transportation, they have great rates for faculty and staff traveling for both work or personal reasons. Click [here](#) for more info and to reserve online.

**Midas Los Angeles:** 10% off. Free [shuttle](#) to and from the Main Campus on Wed., Thu., and Fri., 8am-6pm.

**Starwood Hotels and Resorts:** USC travelers receive a 15% discount on stays at Starwood properties throughout North/South America, Europe, Africa, and the Middle East and a 5% discount on stays in Asia. Discount does not apply to promotional web rates or other property promotions, or those Starwood hotels in Los Angeles that already offer USC a local [discount](#). Click [here](#) to reserve and use USC's SET identification number at the time of your reservation: 12549.

**Cell Phone Services:** The university has negotiated with AT&T Mobility, Sprint, T-Mobile, and Verizon Wireless for special faculty, staff, and student plans. Please contact the vendor representatives for more details.

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**In Memoriam...**

Sadly, we have lost the following members of the Trojan Family over the last few months. It is with great sadness that we say good-bye to these colleagues.

- **June Hudson**  Academic Records and Registrar
- **Kim West**  Office of the Associate Dean - Undergraduate
- **George Reid**  University Advancement
- **Diane Garcia**  Keck Hospital of USC
- **Sharon Foster**  Faculty Practice
- **Sharon Love**  Keck Hospital of USC
- **Patricia Hardson**  USC Housing
<table>
<thead>
<tr>
<th>Attraction</th>
<th>Ticket Details</th>
<th>Expired Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>See’s Candies</td>
<td>$16.00 (reg 18.50)</td>
<td>No Expiration</td>
</tr>
<tr>
<td>Disneyland \ California</td>
<td><strong>$97.25 Adults 10+</strong> (reg 99.00)</td>
<td>1 Day, Park Expires 12/31/16</td>
</tr>
<tr>
<td></td>
<td><strong>$91.50 Children 3-9</strong> (reg 93.00)</td>
<td>1 Day, Park Expires 12/31/16</td>
</tr>
<tr>
<td></td>
<td><strong>$145.00 Adults 10+</strong> (reg 155.00)</td>
<td>1 Day, Parkhopper Expires 12/31/15</td>
</tr>
<tr>
<td></td>
<td><strong>$31 Child 3-11 &amp; Sen. 62+</strong> (reg 37.00)</td>
<td>1 Day Expires 12/31/15</td>
</tr>
<tr>
<td>LEGOLAND \ California \ LEGOLAND ONLY</td>
<td><strong>$71.00 Adults 13+ &amp; (reg 89.00)</strong></td>
<td>Adult Expires 8/12/16, Child 6/3/16</td>
</tr>
<tr>
<td></td>
<td><strong>$66.00 Children 3-12</strong> (reg 83.00)</td>
<td>2nd day free within 90 days</td>
</tr>
<tr>
<td></td>
<td><strong>$78.00 Adults 13+ (reg 113.00)</strong></td>
<td>from 1st visit or by expiration date</td>
</tr>
<tr>
<td></td>
<td><strong>$73.00 Children 3-12 (reg 107.00)</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>1 Day Expires 8/12/16</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Legoland, Sea Life Aquarium, Water Park</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Free 2nd day by expiration date</strong></td>
<td></td>
</tr>
<tr>
<td>SeaWorld</td>
<td><strong>$47.00 Adults</strong> (reg 76.99)</td>
<td>1 Day Expires 9/25/16</td>
</tr>
<tr>
<td></td>
<td><strong>N/A Child (reg 51.99)</strong></td>
<td>Both Visits Used By Expiration Date</td>
</tr>
<tr>
<td></td>
<td><strong>Children over 48” = Adult</strong></td>
<td></td>
</tr>
<tr>
<td>LEGOLAND WATER PARK</td>
<td><strong>2 Day Tickets</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>$58.00 Adults</strong> (reg 89.00)</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>N/A Child 3-9 (reg 83.00)</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Expires 12/25/15</strong></td>
<td></td>
</tr>
<tr>
<td>Aquarium on the Pacific</td>
<td><strong>$20.00 Adults 12+</strong> (reg 28.95)</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>$11.50 Children 3-11</strong> (reg 14.95)</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>See Tickets For Inclusions</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>1 Day Adult Expires 4/50/16</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>1 Day Child Expires 9/30/16</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>$43.00 Adults 12+ (reg 48.00)</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>$34.00 Children 3-11 (reg 38.00)</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>See Tickets For Inclusions</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>1 Day Adult Expires 6/2/16</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>1 Day Child Expires 6/2/16</strong></td>
<td></td>
</tr>
<tr>
<td>Safari Park</td>
<td><strong>$43.00 Adults 12+ (reg 48.00)</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>$34.00 Children 3-11 (reg 38.00)</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>See Tickets For Inclusions</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>1 Day Adult Expires 10/26/16</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>1 Day Child Expires 6/2/16</strong></td>
<td></td>
</tr>
<tr>
<td>Universal Studios \ Universal City Walk</td>
<td><strong>NOT AVAILABLE IN TICKET OFFICE</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>TICKETS AVAILABLE ONLINE ONLY</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td>uscticketoffice.com</td>
<td></td>
</tr>
<tr>
<td>AMC Theatres</td>
<td><strong>AMC GREEN TICKET</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>$9.50 With Restrictions</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>NO Disney, Pixar, Marvel &amp; Lucas Films</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>No Expiration</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>$8.50 Any Movie, Any Time</strong></td>
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<tr>
<td></td>
<td><strong>No Expiration</strong></td>
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<tr>
<td></td>
<td><strong>$7.00 One Price Ticket</strong></td>
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<td></td>
<td><strong>No Expiration</strong></td>
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<tr>
<td>Regal Entertainment Group</td>
<td><strong>$9.00 Blue Unrestricted</strong></td>
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<tr>
<td></td>
<td><strong>$28.00 Movie Pack</strong></td>
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</tr>
<tr>
<td></td>
<td><strong>2 Blue &amp; $10 Concession Gift Card</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>No Expiration</strong></td>
<td></td>
</tr>
</tbody>
</table>

Visit Us At
uscticketoffice.com

FIGHT ON!

PURCHASE TICKETS AT
USC Ticket Office
3601 Trousdale Parkway
Student Union Bldg 100
Los Angeles, CA 90089-4893
(213) 740-4672

We Will Be Closed
Thursday 11/26/15
Friday 11/27/15

HAPPY THANKSGIVING

PURCHASE TICKETS AT
HSC One Stop Express
1969 Zonal Ave
Seaver Residence Hall 102
Los Angeles, CA 90033-9163
(323) 442-2110

FORMS OF PAYMENT
- VISA
- MasterCard
- Discover
- Cash
- USCard
- Internal Requisitions
- NO AMERICAN EXPRESS

TICKET OFFICE POLICY
- No Refunds
- No Returns
- No Exchanges
- No Exceptions

HOURS OF OPERATION
- 9am - 5pm
- Monday - Friday

ATTR ACTIONS - ENTERTAINMENT
UPDATED 11/18/2015
**2016 Staff Assembly Executive Committee**

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Vice President: Michelle Jones  
Parliamentarian: Jackie Mardirossian  
Secretary: Lali Acuna  
Chair, Communications Committee: Lali Acuna  
Chair, Compensation and Benefits Committee: Jeffrey De Caen  
Chair, Environment Committee: Rita Gonzales  
Chair, Rights and Responsibilities Committee: Evelyn Alva  
Chair, Rules and Elections Committee: Cody Busia  
Chair, Transportation Committee: Markisha Lea  
Chair, Staff Appreciation Week Committee: Felicia Felton

**2016 Staff Assembly**

Lali Acuna  
Evelyn Alva  
Jennifer Alvarado  
Melissa Aparicio  
Bertha Arce  
Jennifer Avancena  
Gabe Badillo  
Anthony Bailey  
Linda Bakabak  
Dan Bayer  
Susan Biddlecomb  
Robbie Boyd  
JaBari Brown  
Aaron Brown  
Cody Busia  
Delfina Candelaria  
Tracy Charles  
Andy Chen  
Fanny Cisneros  
Rickey Craddock  
Kristi Culpepper  
Jeffrey De Caen  
David Donovan  
Elmer Duran  
Laura Estrada  
Felicia Felton  
Sarah Fried-Gintis  
Lisa Gallegos  
Jane Gollayan  
Rita Gonzales  
Layton Hansen  
Sarah House  
Teresita Jamanila  
Erin Jebavy  
James Johnston  
Michelle Jones  
Dawn Kita  
Markisha Lea  
Theodore Low  
Sarah Luna  
Naomi Martinez  
Leilani Mendez  
John Ng  
Lois Nishimoto  
Carla Obnillas  
Wendy Pedersen  
Veronica Perez  
Leslie Ann Picazo  
Yolanda Rios  
Isabel Rodriguez  
Rosemarie Tellez  
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Angela Walker  
Sue Wiedem  
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Amy Yung  
Peter Zamar  
Randy Zuniga
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Click on the links and pictures throughout this publication, and you will be taken directly to the websites!
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