

**University of Southern California  
Staff Assembly  
General Assembly Meeting  
Thursday, July 9, 2015  
MCH 156, Health Sciences Campus**

**Present:** Evelyn Alva, Tammy Anderson, Jennifer Alvarado, Melissa Aparicio, Melissa Azarcon, Gabe Badillo, Anthony Bailey, Robbie Boyd, Desiree Brown, David Donovan, Sarah Fried-Gintis, Michelle Jones, Jane Gollayan, Rita Gonzales, Akram Gorgi, Erin Jebavy, Jackie Mardirossian, Lou Nieto, Lillian Rivera, Isabel Rodriguez, Lydia Vazquez, Allie Welsh, Sue Wiedem, Vicki Young, Peter Zamar

**Absent:** Lali Acuna\*, Suzanne Alexander, Josie Amescua, Teri Aparicio, Suzanne Armstrong, Jennifer Avancena, Linda Bakabak, Dan Bayer, Debra Bernstein, Susan Biddlecomb, Cynthia Brass, JaBari Brown, Cody Busia, Delfina Candelaria, Tracy Charles, Fanny Cisneros, Rickey Craddock, Jeffrey DeCaen, Laura Estrada, Felicia Felton, Lisa Gallegos, Sarah House, Abraham Gutierrez, Markisha Lea, Sara Lora, John Ng, Lois Nishimoto, Carla Obnillas, Veronica Perez, Rodney Rubio, Rosemarie Tellez, Pamela Wallace, Shelly Wong, Randy Zuniga

**\*Medical Leave**

**Call to Order:**

President David Donovan called the meeting to order at 9:05 am.

**Staff Monthly Recognition Award:**

The July Monthly Staff Recognition Award winner is Lillian Rivera, Contracts and Grants Officer. Her supervisor, Contracts and Grants Supervisor Jean Chen, introduced Lillian and shared some of the great accolades Lillian received in support of her nomination. As a Monthly Staff Recognition Award winner, Lillian received a plaque signed by the Presidents of the Staff Assembly, Staff Club, and University; copies of all her nomination letters; a \$100 gift card courtesy of the USC Staff Club; and free parking for a month!

**Associate Senior Vice President for Administration Report–Janis McEldowney**

No report was given this month.

**Personnel Council Report–Awilda Bregand**

Awilda Bregand reported that the Council met on June 9, 2015. Broadspire, the new worker's compensation and disability TPA, launched July 1, 2015. Ms. Bregand reported that so far, everything has been wonderful with Broadspire, and everyone with a disability or worker's compensation claim will be paid on time. The University has six employees that work and live in Hawaii. The USC Network Healthcare plan does not have doctors in Hawaii; therefore, the University was out of compliance with the Affordable Healthcare Act. These six employees will be covered by a new healthcare plan, which covers Hawaii, as of August 1, 2015. Workday palooza will take place sometime this month for transactional users. July 1, 2015, a new HR manager portal will launch. The employee engagement survey was completed by 5000 employees. As of July 1, 2015, all employees now accrue sick time.

**Staff Retirement Association Report (SRA)–Bill Givens**

Bill Givens reported that the Association had their annual meeting at Heritage Hall. The Association had a going away party for the staff of the Emeriti Center. The next meeting of the SRA will occur on July 17, 2015. The retired alumni have contributed close to \$80 million to the University and these alumni feel betrayed with the closure of the Emeriti Center. A tour of the

Los Angeles Theater will take place on July 18, 2015 at 10:00 am. Staff Assembly members are welcome to attend. The cost of the tour is \$10.00.

### **Committee Reports**

#### **Communications–David Donovan**

The Committee did not have a meeting this month. They did have a baby shower for Lali.

#### **Compensation and Benefits – David Donovan**

Gabe Badillo could not attend; he will be sending out an email concerning the next committee meeting.

#### **Environment– Rita Gonzales, Chair**

The Committee met last week, via conference call. The Committee is working on the Smoking Survey and hopes to present the Survey at the next Executive Committee meeting, and then to the General Assembly at the August monthly meeting. If anyone has any ideas or recommendations for vendors at next year's Environment Fair, please email Rita.

#### **Rights and Responsibilities–Evelyn Alva, Chair**

Evelyn reported that the Committee did meet last month, and worked with Michelle Jones on how to put together a resolution. The Committee is continuing its peer institution review.

#### **Rules and Elections–Jackie Mardrossian, Co-Chair**

Jackie reported that the Committee met in June. The Committee has also selected more people for the Staff Monthly Recognition Award. The Committee also reviewed some election software. Doug Shook, USC's new CIO, has offered to assist with the Staff Assembly election process.

#### **Transportation–Lou Nieto, Chair**

The Committee will be meeting next week. Some of the topics the Committee will discuss include the parking rate increase and the vanpool elimination, among others.

#### **President's Report–David Donovan**

President Donovan reported on and described university events which he has attended, and which have occurred since the Assembly's last meeting. These events included:

- Accessibility Advisory Committee Meeting
- SRA Annual Meeting
- June 18, 2015 - meeting with Todd Dickey. Topics discussed included the Transportation Department letter, layoffs, and the PULSE Survey results.
- UPIG Meeting
- Special Olympics World Games: please contact Donna Brown, if you wish to volunteer for this event.

#### **Extensive Q and A session concerning the Transportation Department's Transit Subsidy Elimination–David Donovan**

President Donovan answered Staff Assembly members' questions concerning the subsidy elimination and the Rideshare program.

**New Business:** No new business was introduced.

**Next Meeting:**

Thursday, August 13, 2015 from 9:00 a.m.-10:30 a.m. Location: TCC 227, University Park Campus.

**Adjournment:**

A motion to adjourn was made by Michelle Jones and was seconded by Robbie Boyd. The meeting adjourned at 10:32 a.m.

Minutes submitted by Vicki Young.

Staff Assembly Website: <http://www.usc.edu/org/staffassembly/>

Staff Assembly E-mail Address: [staff.assembly@usc.edu](mailto:staff.assembly@usc.edu)

Staff Assembly Twitter: @USC\_SA

Staff Assembly Facebook page: <https://www.facebook.com/pages/USC-Staff-Assembly/113366988699692?ref=ts&fref=ts>