

**University of Southern California**  
**Staff Assembly**  
**General Assembly Meeting**  
**Thursday July 7, 2011**  
**Broad Institute Conference Room – Health Science Campus –**  
*(Please silence all cell phones/pagers)*

**Present:** Monique Abeyta, Linda Bazilian, Shirley Beard-King, Paul Biddlecomb, Robert Boyd, Allison Bryant, Frida Canono, Carmen Carillo, Amy Cienfuegos, Cynthia Clayton, Robert Cuthill, Rita Gonzales, Syreeta Greene, Shannon Hinojosa, Tony Hong, Tessie Jamanila, John Johnson, Michelle Jones, Alan Kita, Rachel Levy, Naomi Martinez, Ellen Miyasaki, Monica Morita, Joyce Perez, Gloria Reyes, Rick Scott, Wade Thompson-Harper, Margaret Turner, Jeanne Weiss

**Absent:** Steve Adcook, Laura Aguilar, Noel Aguilar, Vivian Alegria, Evelyn Alva, Rachel Baeza, Amanda Boerneke, Desiree Brown, Olabisi Carr, Carolina Castillo, Ingrid DeCook, Paul Flores, Lisa Gallegos, Jennifer Hong, Tracy Kerr, Dawn Kita, Christine Lavoie, Si Nguyen, Yolanda Rios, Linda Sturm, Mary Trujillo, Lorna Tureaud, Sharon Wallace, Gretchen Villaluz-Picazo, Susan Wiedem, Victoria Young, Amy Yung, Marisela Zuniga

**Call to Order:**

President Linda Bazilian called the meeting to order at 9:08 a.m. There was no quorum.

**Staff Monthly Recognition Award**

Dr. Shing-Shiong Chang introduced the July Staff Monthly Recognition Award recipient Dr. Pat Alfred-Keating, Clinical Staff Psychologist at the Student Health Center. Dr. Chang stated that Dr. Alfred-Keating has had two lives at USC. The first was from 1992 to 1995 when she created the LGBT Mentor Program and Lives and Visions Program. She came back to USC three years ago as a training director for clinical psychologists. Dr. Chang commended Dr. Alfred-Keating on her commitment and dedication to the program. Her interns praised her training skills and what a positive impact she has had on the program. Dr. Alfred-Keating stated that she was truly honored by this award and that the interns inspire her every single day. She also thanked her wife who has been by her side all of the way.

President Linda Bazilian presented Dr. Alfred-Keating with a plaque on behalf of the Staff Assembly. Staff Club Board Member Robbie Boyd presented a check for \$150.00 to Dr. Alfred-Keating on behalf of the Staff Club.

**Associate Senior Vice President for Administration Report – Awilda Bregand**

Awilda Bregand reported for Janis McEldowney. At the Personnel Council meeting, Sharon Haymond reported that Personnel is moving forward with using cumulative time to calculate vacation accrual versus consecutive time, and the target date for implementation August 2011. Awilda asked the assembly if there were any questions regarding the memo that went out on July 1 about the Tuition Assistance Program. One question concerned the fifteen-year vesting in the program. The new policy will not

affect staff who have accrued fifteen years of service or staff that are currently accruing years and were hired before July 1. Part-time staff will be affected as they will not be able to take part in the program, and staff will no longer be able to take classes as pre-admit students; they will have to be admitted into a degree program to receive the benefit.

#### **Personnel Council Report – Awilda Bregand**

Awilda reported that she was on vacation, so she did not attend the Personnel Council meeting. Benefits staff are moving along with the new life insurance program. All changes that Benefits Administration has made have gone well.

#### **President’s Report – Linda Bazilian**

Linda reported that it is a new fiscal year and things are pretty quiet right now during the summer months.

#### **Committee Reports**

##### **Communications – Naomi Martinez – Chair**

Naomi reported that they have a new printing vendor for the new fiscal year. The SA website is being updated by Rachel Levy, and the social networking site is being updated by Steve Adcook. The committee might have an open forum on the changes to the Tuition Assistance Program.

##### **Compensation and Benefits – Michelle Jones – Chair**

Michelle reported that the committee met on HSC last month. They discussed the recent layoffs that have affected staff. They also discussed that the quality of service has gone down because staff are not being trained, nor do they have the necessary experience when they have to take over duties when a coworker is laid off. The committee is looking at possibly creating a resolution in regards to the layoffs.

##### **Environment – John Johnson**

John reported that they did not have quorum at their last meeting, and they basically discussed the upcoming Safety Awareness Fair.

##### **Rights and Responsibilities**

The committee did not meet in June.

##### **Rules and Elections – Alan Kita**

Alan reported that they did not have a meeting last month, but the committee needs applications for the Staff Monthly Recognition Award.

##### **Transportation – Syreeta Greene and Paul Biddlecomb**

Syreeta and Paul reported that the committee discussed PS2 issues. Two entrances to the parking structure have been blocked, leaving only one entrance open. The signage for the parking structure is poor. There are no announcements sent out to staff in regards to graduations and other events at the Galen Center, causing heavy congestion in the parking structure as well as the surrounding streets. The bollards next to PS2 are another concern as they have not been replaced and motorists think that it is an entrance to the parking structure, which it is not. It would be ideal to have the bollards moved up to

allow trucks to park for deliveries but also prevent cars from going the wrong way. They also noted that on their way to Health Science Campus, the shuttle stopped and there were thirty to forty people waiting to get on the shuttle and there was only room for one more passenger. A couple of concerns were addressed in regards to transportation at HSC. The first was that there will be no direct shuttle stop from Union Station to the new Soto Street Building, causing many delays for staff that use the Union Station shuttle and will be working at the Soto Street building. Another concern is that the Campus Cruiser drivers continue to go the wrong way in the Biggy Structure, which could cause a major accident. These issues will be addressed to Transportation Services.

**New Business:**

There was no new business.

**Next Meeting:**

Thursday, August 4, 2011 from 9:00 a.m.-10:30 a.m. Location: TCC Rosen Room, UPC Campus.

**Adjournment:**

The meeting adjourned at 10:13 a.m.

Minutes submitted by Robbie Boyd.

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