

University of Southern California
Staff Assembly
General Assembly Meeting
Thursday, May 5, 2011
TCC 227 – University Park Campus –
(Please silence all cell phones/pagers)

Present: Teri Adams, Steve Adcook, Laura Aguilar, Noel Aguilar, Vivian Alegria, Evelyn Alva, Rachel Baeza, Linda Bazilian, Shirley Beard-King, Paul Biddlecomb, Amanda Boerneke, Robert Boyd, Frida Canono, Carmen Carillo, Carolina Castillo, Amy Cienfuegos, Cynthia Clayton, Robert Cuthill, Ingrid DeCook, Paul Flores, Lisa Gallegos, Rita Gonzales, Syreeta Greene, Shannon Hinojosa, Jennifer Hong, Tony Hong, Teresita Jamanila, John Johnson, Michelle Jones, Tracy Kerr, Alan Kita, Rachel Levy, Naomi Martinez, Ellen Miyasaki, Monica Morita, Si Nguyen, Joyce Perez, Rick Scott, Linda Sturm, Wade Thompson-Harper, Mary Trujillo, Lorna Tureaud, Margaret Turner, Gretchen Villaluz-Picazo, Jeanne Weiss, Susan Wiedem, Amy Yung, Vicki Young

Absent: Monique Abeyta, Nicole Aguirre, Desiree Brown, Allison Bryant, Olabisi Carr, Dawn Kita, Christine Lavoie, Gloria Reyes, Yolanda Rios, Sharon Wallace

Call to Order:

The meeting was called to order at 9:06 am by President Linda Bazilian. A quorum was present.

Staff Monthly Recognition Award

No award was given this month.

Approval of April 7, 2011 General Assembly Minutes

On a motion by Margaret Turner and a second by Mary Trujillo, the General Assembly minutes of April 7, 2011 were approved with corrections.

Associate Senior Vice President for Administration Report – Janis McEldowney

Janis McEldowney reported that President Nikias was extremely happy with the Staff Recognition Luncheon. It turned out very well.

Personnel Council Report – Awilda Bregand

Awilda Bregand reported that the Personnel Council met this month. Awilda reported that Mary Campbell presented a slide show on hiring practices. For fiscal year 09/10 there were 186,000 employee applications submitted to USC and 2,657 positions were filled. Janis McEldowney gave an update on the new “Work Day” system that will hopefully replace the AIS system. The Board of Trustees will be voting on May 11 in regards to the funding for this new system, which will be much nicer as the Human Resources and Benefits will be on totally separate modules from the financial system. Mollie MacDonald reported to the Personnel Council that there is continuing problem with doing business in other states, as we have employees in thirty different states. Every state has different taxation rules and workman’s compensation rules, so it becomes cumbersome for the Payroll department. Jim Ball and Sharon Haymond are still moving

along with union negotiations for the USC Hospital nurses. David Haugland reported that they launched “People Admin” for faculty and it is going very well. Awilda reported that they are continuing the implementation of the new life insurance policy, and they’ve pushed back the start date to November 1, with an announcement in early September and enrollment in late September/October. The Transitions seminars were held in April on both UPC and HSC. Both sessions were successful with 130 participants at UPC and two sessions at HSC with 35 to 40 people in each session. Benefits is still meeting with Admissions and Financial Aid to finalize the “College Prep” program for staff. They will meet again at the end of June. There is still no word on the recommendations for changes to employee health benefits and the tuition assistance program. Lastly, Awilda met with Wage Works, our third party administrator for flexible spending accounts, earlier in the week and our numbers continue to grow, so that is good news. They also have a new compliance officer who said the federal regulations do not state that employees have reenroll annually for FSA accounts every, so this may be implemented for this year’s or next year’s open enrollment.

President’s Report – Linda Bazilian

Linda Bazilian recognized the Staff Assembly members who were honored at this year’s Staff Recognition Luncheon. Linda also reported that Breakfast with the President will be extended to all staff next year with 700 invitations sent out on a first come first serve basis. It will be held at Town and Gown, and is tentatively scheduled for February 2011. It was suggested that questions for the president be sent out in advance since there will be a huge number of staff in attendance. Linda also thanked Monica Morita for securing Pat Haden as guest speaker for today’s meeting.

Committee Reports

Communications – Naomi Martinez – Chair

Naomi Martinez reported that the committee is working on the next Assembled Voice, which should be out in July. The Staff Assembly Facebook site has been updated. Since Breakfast with the President will be handled by Administrative Operations, the Communications Committee will no longer have to organize this event.

Compensation and Benefits – Michelle Jones – Chair

Michelle Jones reported that due to scheduling conflicts the Compensation and Benefits Committee did not meet in April, but they will meet this month.

Environment – Linda Sturm – Chair

Linda Sturm announced that the Environment Fair was held on April 20, 2011. She thanked everyone who supported and volunteered at the event. She also reported that the committee will be sending out a survey to get feedback on this year’s fair. Their next event will be the Safety Awareness Fair in the fall. Lastly, she reported that there will be an Environment Fair on HSC next year.

Rights and Responsibilities – Olabisi Carr – Chair

Olabisi Carr was absent. No report was given.

Rules and Elections – Lorna Tureaud – Chair

Lorna Tureaud reported that the committee did not meet last month, but will be meeting after today's General Assembly Meeting.

Transportation – Vicki Young & Lisa Gallegos – Co-Chairs

Vicki Young reported that the Transportation Committee met with Jeff Shields, Associate Director of Operations, USC Transportation, and Michelle Garcia, Compliance Manager, USC Transportation. One issue discussed was the shuttle service to the AT&T building, and Jeff Shields said there was no funding for this route. In regards to the gas prices at USC, Jeff said that the gasoline prices cannot compete with the surrounding areas because they do not go through the gasoline inventory as quickly as other gas stations in the area, and that is why the prices are higher. The committee suggested they remove the “competitive gas prices” statement they have on their website. He said they will change the wording, but at the present time, it has not been changed. There was also an inquiry as to why there are no covered benches at the bus stops on campus. That is because USC does not want advertisements on the benches. The committee also asked why staff has to pay parking fees, and it is because Transportation is a revenue center and the parking fees go toward maintenance of the parking structures, etc. It was suggested that Transportation send out a universal email to staff as a reminder of parking policies and fees. Michelle Garcia reported to the committee that passengers, by law, are not allowed to stand on USC shuttles; therefore, each shuttle will now accommodate less people, as all passengers have to be seated. She also said if there are any complaints in regards shuttle drivers to email her directly. Shuttles will have a route to the new Soto Street Building when it opens on HSC. Safety issues in regards to pedestrians and bicyclists being hit in Parking Structure D on UPC, and the Campus Cruisers entering the wrong way in the Parking Structure on HSC were brought to the committee's attention, so they will be looking into these issues. Also, it was asked if the committee can get the results of AQMD survey that staff take annually.

Guest Speaker – Pat Haden – Director of USC Athletics

He reported that all USC sports are doing particularly well this year. For example, he noted that the water polo team won the national championship, and the women's golf team did remarkably well this season. He really put an emphasis on all of USC's athletic teams as many people seem to focus the most on the more popular sports such as football and basketball. He also noted that the Athletic Department has five strategic goals for its student athletes: the first goal is to win ethically; the second is to close the achievement gap so athletes do graduate; the third is for the athlete to have a “real” college experience; the fourth goal is to make sure they have life skills in career planning; and the fifth is to have the Athletic Department be fiscally responsible, as every sport loses money except football. Some of the surprises that he has noticed since he became director is the quality of the people in the Athletic Department. Also, he noted that there are incredibly interesting athletes in the Olympic sports. The passion surrounding USC Athletics is crucial, because an athletic event is the first portal to USC. Some of the challenges he noted are trying to get all athletic scholarships endowed. Also, the department is trying to dramatically improve basketball. He would also like to increase the graduation rate for student athletes. Lastly, the athletic department is trying to make a much better game day experience for football games. One thing they are working on is a phone app for game days, which would let people know about traffic in the area. Also, one of the things they are contemplating is a point system, so that season ticket holders can get better seats. It

was suggested that employees who buy season tickets have the fees deducted over a six month period rather than the current three months. It was also suggested that the Athletic Department send staff emails on current athletic events, that sporting events be posted on the electronic kiosks, and by putting advertisements on the USC shuttles. Lastly, it was noted that athletics are rarely visible on the Health Science Campus, and Mr. Haden said that there would be a better effort to promote athletics on HSC.

New Business:

Linda Bazilian asked all committee chairs to submit their attendance sheets to Lorna Tureaud for the next Executive Board meeting.

Next Meeting:

Thursday, June 9, 2011 from 9:00 a.m.-10:30 a.m. Location: TCC 227, UPC Campus.

Adjournment:

A motion to adjourn was made by Wade Harper Thompson and was seconded by Vicky Young. The meeting adjourned at 10:39 a.m.

Minutes submitted by Robbie Boyd.

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Staff Assembly Web page address: <http://www.usc.edu/org/staffassembly/>