

USC Staff Assembly

Resolution 19/20-02

Memorialize USC Staff Assembly as an official body within the University's shared governance system

WHEREAS, USC Staff Assembly was established in 1981, and has consistently maintained a roster of 60 active members representing schools, departments and centers and has served as the primary advocates for non-union staff rights.

WHEREAS, USC Staff Assembly is governed by a Constitution, Standard Operating Procedures, and Bylaws that have evolved over time to continually reflect staff needs and priorities.

WHEREAS, USC Staff Assembly's standing committees actively seek to identify priorities to improve staff experiences at the university.

WHEREAS, the USC Staff Assembly President holds seats on various committees and advisory boards where insight, recommendations and collaborative input are provided (Appendix 1.1).

WHEREAS, USC Staff Assembly members hold seats on numerous university task forces, committees, commissions, and councils (Appendix 1.2).

WHEREAS, officers of USC Staff Assembly meet monthly with senior administration to provide feedback and input from the perspective of our constituents.

BE IT RESOLVED that USC Staff Assembly recommends:

1. The addition of the following article to the University Bylaws:

9.5 USC STAFF ASSEMBLY. USC Staff Assembly shall be a deliberative and consultative body, with power to make studies, reports and recommendations to the President of the University and the Senior Vice President of Human Resources in any and all matters pertinent to the well-being of University staff.

2. All documents, websites and policies will be updated accordingly.
<https://about.usc.edu/administration/>

3. Institutional support for a formal communication mechanism to independently and directly communicate with University staff.

4. Budget commensurate to the role USC Staff Assembly plays in University governance.

5. Representation on an appropriate USC Board of Trustees committee.

6. A campus-wide communication expressing public support of USC Staff Assembly's equal role within USC governance alongside the Academic Senate, the Undergraduate Student Government and the Graduate Student Government.

Distribution:

Dr. Carol L. Folt, President

Felicia A. Washington, Senior Vice President Human Resources

Dr. Charles F. Zukoski, Provost and Senior Vice President for Academic Affairs

David Wright, Senior Vice President for Administration

X

 **Erika H. Chesley**

President

USC Staff Assembly

Date:

7/27/2020

Staff Assembly Executive Committee Officers

Brian Mico

Katie Boeck

Renee Almassizadeh

Committee Chairs

Anton Akluv

Michael Gorse

Gloria Halfacre

Shannon Hinojosa

Erin Jebavy

Paul Lee

Naomi Martinez

Richard Schroth

Phil Turner

Attachment: Appendix 1.1 and 1.2

Appendix 1.1

Committee Seats – President

- Employee Benefits Advisory Council
- Human Resources Steering Committee
- Inaugural Advisory Committee
- Joint Committee to Review Office of Conduct, Accountability and Professionalism Co- Chair
- Policy and Community Advisory Committee
- President's Culture Commission
- Joint Committee to Review Office of Conduct, Accountability and Professionalism Co- Chair
- Trojan Council
- USC Wellbeing Steering Committee
- 2020 Commencement Committee

Appendix 1.2

Committee Seats – Assembly Members

- University Club (Brian Mico)
- Sustainability Steering Committee (Naomi Martinez)
- President's Culture Commission (Renee Almassizadeh)
- Joint Committee to Review Office of Conduct, Accountability and Professionalism (Michael Gorse)
- Employee Benefit Advisory Committee (Shannon Hinojosa, Richard Schroth)
- Staff Retirement Association (Shannon Hinojosa, Richard Schroth, Katie Boeck)
- Academic Senate (Brian Mico)
- Conflict of Interest Working Group (Michael Gorse)
- USC Data Privacy Committee (Phil Turner)
- Catastrophic Leave Program (Shannon Hinojosa)
- Good Neighbors Campaign Reviewers (Gloria, Kathleen)
- Staff Club (Michele Jones)
- Trojan Council (Brian Mico)