

USC Staff Assembly
University of Southern California Staff Assembly
General Assembly Meeting Minutes
Friday, December 16, 2022, 9:30AM – 11AM PT
Zoom Session

- 1 **Present (43)**
- | | |
|-------------------------------------|-------------------------------|
| 2 Abbott, Zarita | Ochoa-Springer, Liliana |
| 3 Abrams, Mayra | Patterson, Stacy |
| 4 Acuna, Lali | Portero, Yanara |
| 5 Agraz-Sanchez, Elizabeth | Randle, Kelley |
| 6 Andalon, Tiffany | Salazar, Nelida |
| 7 Arroyo, Stephanie | Sanabria, Pilar |
| 8 Arthur, Stacey | Sandhu, Juggy |
| 9 Bonagofsky, Kathleen | Schroth, Richard |
| 10 Brown, Amber | Smith, Shamae |
| 11 Brown, JaBari | Sommer, Russ |
| 12 Culpepper, Kristi | Stender, Cynthia |
| 13 DeMartini, John | Sy, Dan |
| 14 Gallegos, Lisa Marie (2021-2023) | Taylor, Amber |
| 15 Hernandez, Irma | Taylor, Bernice |
| 16 Holdren, Sarah | Turner, Phil |
| 17 Huizar, Nichelle | Villanueva Padilla, Jeanette |
| 18 Jebavy, Erin | Wilkinson, Michelle |
| 19 Jones, Michelle | Wood, Ian |
| 20 Kita, Dawn | Yang, William |
| 21 Mardirossian, Jackie | Yeghnanyan, Stella |
| 22 Martinez, Naomi | Zamora Kukuk, Grace |
| 23 Nielson, Holly | |
| 24 | |
| 25 Absent (17): | |
| 26 Acosta, Dulce | 35 Diaz, Anabel |
| 27 Adams, Sam | 36 Gallegos, Lisa (2022-2024) |
| 28 Alexander, Sarah | 37 Gallegos, Robert |
| 29 Azarraga, Arlene | 38 Livermore, Shanna |
| 30 Caballero, Marc | 39 Martinez, George |
| 31 Coles, Richard | 40 Moe, Kristine |
| 32 Corbett, Kevin | 41 Smith, Corinne |
| 33 De La Rosa, April | 42 Zuniga, Jeremy |
| 34 Decker, Amanda | |
| 43 | |
| 44 Guests (51) | |

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46 **Call to Order:** President Kristi Culpepper called the meeting to order at 9:34 AM.

47
48 President Culpepper welcomed the 2022-2023 Staff Assembly body reviewed the
49 agenda and addressed the USC Unifying Values by highlighting *Wellbeing*. President
50 reminded attendees to submit time off in Workday.

51
52 **December 2022 Staff Monthly Recognition Award:**

53 Winner Mayda Gonzalez, Director, Grateful Patient Programming and Data
54 Management, Keck Advancement, Keck Medicine of USC

55
56 Gina Weitzel, Associate Vice President, Health Sciences Advancement, KSOM
57 Development made remarks acknowledging Mayda's contributions to USC.

58
59 Amanda Deshazier, Manager Of Donor Services, KSOM Development made remarks
60 thanking Mayda for her service, collaboration and support.

61
62 Mayda Gonzalez expressed gratitude for her colleagues and also for Staff Assembly for
63 promoting USC's values and recognizing staff.

64
65 **Approval of Minutes:**

66 The meeting minutes were not distributed prior to the meeting and will be approved at a
67 future date.

68
69 **Speaker**

70
71 Marisol Marks attended to share updates on behalf of Felicia Washington who was
72 unable to attend. Marks shared updates on the efforts and accomplishments of USC
73 Human Resources, Equity and Compliance.

- 74 • Department is designed to be people focused, people first.
 - 75 ○ Includes EEO TIX, OCEC
- 76 • Updates on Human Resources Design for the Future (HRDF)
 - 77 ○ Enhancing services and service delivery model
 - 78 ○ Transition included transitioning employees into new and revitalized roles,
79 with knowledge transfer and job shadowing
 - 80 ○ Culminated in September with in-person on boarding and training for all
81 HR staff.
 - 82 ○ Launched "Dare to Lead" workshops inspired by Josh Bersin
- 83 • Updates on effort to create sound operational management
 - 84 ○ Drafted USC's first ever Worker's Compensation Policy

- 85 ○ Centralized leave management program
- 86 ○ Launched employee relations advisory and consultative groups for faculty
- 87 and staff to collect input on the development of USC’s ER function.
- 88 President Culpepper attended and assisted with this.
- 89 ● Service Now and Five9
- 90 ○ Launched new ticketing system to better track cases and improved
- 91 reporting.
- 92 ○ Five9 serves as the phone platform with a focus on higher service and
- 93 better reporting.
- 94 ● Office of Professionalism and Ethics launched “Ethics Point” for on-line and by-
- 95 phone reporting.
- 96 ● Strengthen Community and Environment
- 97 ○ Celebrating USC Title IX’s 50th anniversary campaign.
- 98 ▪ Focus on signage and communications recognizing trailblazers
- 99 ▪ Drove awareness through outreach and Daily Trojan
- 100 ▪ Shared stories through Employee Gateway and Gateway Connect
- 101 newsletter
- 102 ● Goodwill and local community
- 103 ○ OCEC partnered with City of LA and scooter companies to address
- 104 accessibility concerns
- 105 ○ Partnered with USC Health Plans and launched a very user-friendly open-
- 106 enrollment
- 107 ○ Implemented Extended Winter Recess and Paid Personal Holiday
- 108 ○ Designed a new “Student Commitment” for Fall 2022
- 109 ○ Launched USC inaugural Culture Report
- 110 ○ Align with USC’s future moonshots
- 111 ○ Developed and implemented flexible work arrangements across the
- 112 university, including an annual review
- 113 ● Q&A
- 114 ○ Q: How do we address any concerns regarding Personal Holidays, and
- 115 how to navigate if requests are denied?
- 116 ▪ A: Personal Holidays tied to state regulations, please discuss with
- 117 your manager early in the year
- 118 ● Felicia Washington joined and expressed appreciation for Marisol and the
- 119 updates provided. She wished meeting attendees a restful Winter Recess and
- 120 good wishes for the holidays.
- 121 ● President Culpepper expressed appreciation for HR, and reiterated the values of
- 122 open communication and integrity. President Culpepper thanked Felicia, Marisol
- 123 and the HR team for their regular updates and ongoing partnership.

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USC Credit Union

President Culpepper introduced Irene Rodriguez and Ryan McDonald, USC Credit Union. Irene expressed thanks to Staff Assembly and shared that she was a member with 8-10 years of service. It is important work.

- USC Credit Union is a not-for-profit institution.
- Value Proposition: focused on faculty, staff, students and alumni.
- Profits are passed back to members which means better rates, low or no fees
- Irene discussed benefits, student loans, line of credit, full real estate department.



USC Credit Union

Value Statement

Your trusted employee resource for all financial matters for you and your family

About USC Credit Union

- Servicing the Trojan Family for over 49 years
- Not-for-profit financial cooperative
 - We pass along our profits to you
 - Providing better rates and no or low fees

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- Popular product is the home equity line of credit. More information free on their website.
- Third party service "GreenPass". Basic info on debt management and financial planning.
- Credit score monitoring for members
- Easy to join, minimum of \$10.
- Lots of benefits for being a member



Membership Promotion

THE CREDIT UNION DIFFERENCE

We're a smarter choice than other financial institutions. We're your trusted partner and we'll help you turn financial goals into amazing outcomes.

USE PROMO CODE
BONUS100
and get \$100 when open a checking account with \$500 or more monthly direct deposit ¹

¹ Must open a new checking account product with debit card, and share account with a minimum of \$10. Must maintain e-statements. Minimum \$500 monthly direct deposit required within the first sixty (60) days. Account must be in good standing. Can not be combined with any other promotion and may be canceled at any time. Offer is limited to new checking account and limited to one bonus per household. \$100 bonus may be considered interest reportable on IRS Form 1099-INT. Must use Promo Code BONUS100 to qualify.
² Zelle®. Enrollment in Zelle® is required. Both parties need a U.S. bank account; only one needs an eligible USC Credit Union account. Funds are typically made available in minutes when the recipient's email address or U.S. mobile number is already enrolled with Zelle. Select transactions could take up to 3 business days. Enroll on the USC Credit Union Mobile app or online at USCcreditunion.org. Limitations may apply. Message and data rates may apply. Zelle and the Zelle related marks are wholly owned by Early Warning Services, LLC and are used herein under license.
³ FICO® monitoring is only available to USC Credit Union Members with a USCCU loan product or any money market or checking account.
Federally Insured by the NCUA.

- CHECKING & SAVINGS**
- LOW RATE AUTO LOANS**
- CREDIT CARDS**
- STUDENT LOAN REFINANCING**
- HOME LOANS AND HELOCS**
- FREE FINANCIAL EDUCATION**
- ZELLE® VIA OUR MOBILE APP²**
- GET YOUR FICO® SCORE³**



Explore all of our products, services, and more at USCcreditunion.org

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Membership

- **\$9 Membership Fee**
 - Life time Membership providing access to our full line of Products and Services
- **Savings Account**
 - \$1 minimum deposit
 - \$3 monthly fee, *however maintain a \$100 daily balance and bank fee free*
- **Checking Account**
 - \$25 deposit to activate account
 - Zero minimum deposit
 - Zero monthly fee
- **ATM/Debit Card**
- **E-Statements**



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- Ryan McDonald shared information on the cash deposit promotion.
 - Bring money over to USC Credit Union.
 - Schedule an appointment at any location (Flower St., Village, HSC).

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- usccreditunion.org.



Cash Deposit Promotion



Valued Member, don't let the chance to earn 3.75% APY* on a 13-month new money certificate pass you by!

Don't delay, time is running out to grow your money this holiday season! You can still earn more, fortify your finances, and add greater security to your savings. Maximize your earnings with an initial new money deposit as low as \$1,000.*

Take advantage today, and earn 3.75% APY* on your 13-month new money certificate.

Hurry, this offer expires soon!

*Must be a new money deposit from another financial institution and cannot be transferred from any existing USC Credit Union account.

Features and Benefits

- Minimum new money deposit of \$1,000*
- No monthly maintenance fees*
- Watch your money grow faster with interest compounded daily.

3 Easy Ways to Open a Certificate-Deposit Account

1. Stop by one of our branches and mention our "13-month certificate promo" to get started. No appointment is required, but feel free to set one up in advance by clicking [here](#).
2. Sign in to **Online Banking** and send a secured message to open an account. (*Members only*)
3. Call us at (877) 670-5060 and mention our "13-month certificate promo" to get started.

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- Credit Union co-op provides greater accessibility to ATMs. 7-11, Walgreens, Costco. Also have a partnership with Citibank ATM, fee-free.
- Other services are available.
- Better Rates, No or Low Fees
- We are here for you.



Accessibility

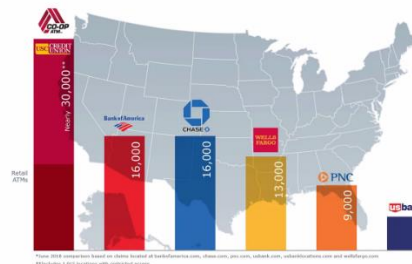
- **4 Branches to serve you**

- UPC Campus
- HSC Campus
- Online at USCcreditunion.org

- **Home & Mobile Banking**

- Bill Pay
- Mobile Check Deposit
- External Transfers

- Access **30,000** ATMs nationwide



- Plus access any Citibank ATM fee free

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USC Credit Union Advantage

- **Better Rates, No or Low Fees**
- **Full Suite of Products and Services**
 - Home Loan Program
 - Auto Loans
 - Student Loan Refinance Program
 - Student Loan Program
 - Rewards MasterCard
 - Personal Loans
 - Investment Services
 - Insurance Services

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- Q: why don't you do home loans out of state.
 - A: With real estate, we now have access to FHA Mortgages which give greater flexibility, and access to loans across states.
 - Also have a VA loan program (no down payment, great flexibility).
- Q: Can we open a credit card account for our child?
 - If they're 17 or over, they open their own.
 - If under 17, open a joint account with a debit card.
- Q: do you get "paid a day earlier" if you have paycheck deposits
 - A: Yes, we get that paycheck in "earlier".
 - You can split Direct Deposit with up to 3 bank accounts.
- Q: if you're a retiree, do you still get the same services
 - A: Yes, lifetime membership. You get all of the same benefits that any member gets
- Q: What are the requirements to be a member, what is the affiliation
 - A: Credit Unions are "closed memberships" so affiliation of some sort is require.
 - In 1943, it was formed by faculty and staff. Later they opened to students, and family. We are now community chartered, so we serve Los Angeles County and Orange County (live, worship, or attend classes). Once you join, that affiliation stays with you for life.

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- Q: How do you ensure FDIC
 - A: Credit Unions are not FDIC, but NUCIF. National Credit Union Insurance Fund.
 - Also has private insurance with a depository coverage. During 2008 the insurance fund stayed very strong. Had this for over 50 years.
 - Q: Can you open accounts for a non-profit
 - A: Yes, but needs to be structured in a certain way. Would need to discuss with branch manager.
 - Q: Do you have to come in person, for the offer
 - A: Yes, better to have the funds in person.
 - TCC/STU Branch will be closed during Winter Recess. Flower, Village, and HSC open.
 - Q: How do I initiate Payroll Deduction
 - A: Workday
 - Q: Will you continue to make game day buttons?
 - A: Yes.

206 President Culpepper expressed thanks for the Credit Union does for the USC
207 community.
208



Irene Rodriguez

VP of Business Development

Cell: 626.993.5800

Email: irodriguez@USCcreditunion.org

Ryan McDonald

Director of Business Development

Cell: 213.330.9858

Email: rmcdonald@USCcreditunion.org

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212 President Culpepper introduced Camile Dieterle, Associate Professor, USC Chan
213 Division of Occupational Science and Occupational Therapy.

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- 215 • Camile shared information on USC's efforts at the SOLA Peace Garden:
216 [https://chan.usc.edu/news/latest/peace-garden-narrative-research-study-](https://chan.usc.edu/news/latest/peace-garden-narrative-research-study-selected-for-post-pandemic-initiative-funding)
217 [selected-for-post-pandemic-initiative-funding](https://chan.usc.edu/news/latest/peace-garden-narrative-research-study-selected-for-post-pandemic-initiative-funding)
 - 218 ○ Hoping to impact the USC Community
 - 219 ▪ Afterschool programs and summer camps.
 - 220 ▪ Free Succulent program, shared with students. Great way to start
221 your gardening.
 - 222 ○ Research shows being outdoors and around nature improves health. If
223 nature is nearby, and is easy to access and is safe, health outcomes are
224 even better.
- 225 • Took grant to create a safe space
- 226 • Located near 32nd St. North of Shrine, in between 30th and 32nd,
- 227 • First objective, transform the space.
 - 228 ○ Shared design, Daniella Velasquez (student).
 - 229 ○ 10,000 sq. ft. Owned by University.
 - 230 ○ No plans to develop, so we're using it. Developing green space.
 - 231 ○ Focus is growing food and California native.
 - 232 ○ We knew we wanted to grow food based on interviews and focus groups.
 - 233 ○ Interviewed community groups, students,
 - 234 ○ Food: 15 raised beds, 7 fruit trees.
 - 235 ○ Hope to grow enough to give away
 - 236 ○ Started in March 2022, volunteer work. 300 volunteers so far. Most
237 volunteers don't have gardening experience.
- 238 • CA Native: "Biodiversity Hot Spots" High number of plant species that grow only
239 in these areas, and those are going down.
- 240 • Working on "sensory garden trail". Planted over 60 CA native plants. Fragrant
241 colorful, pollinator attractors.
- 242 • Main focus: learn about sustainability, how to grow food, get people outside.
- 243 • Love the location. It's quiet.
- 244 • Just started: "Tracking the insects".
- 245 • Drop-in hours: pruning, watering, planting, plant adoption center (free plant).
246 Become a "plant parent".
- 247 • This project needs everyone: Art, architecture, science,
- 248
- 249 • Q: Has there been any thought about association with "Bright Horizons".

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- 251 ○ A: Gate repairs are needed to allow younger children.
- 252 • Q: Can anyone participate?
- 253 ○ A: Yes, also hoping to get people outside of USC.
- 254 • Q: How can we participate as staff?
- 255 ○ A: Would love those with experience to help train other volunteers with no
- 256 experience. If you know other groups, would appreciate other
- 257 introductions. Would love to have people come by more regularly.
- 258 • Q: Do you do any composting?
- 259 ○ A: Yes, we have a small system. Don't have a date but looking at larger
- 260 system for composting and biodegradable space.
- 261 • Q: How did this come about?
- 262 ○ A: Learned about this from the Office of Sustainability when the office was
- 263 much smaller. Graduate students managed this previously. New director
- 264 shared the opportunity and students started by planting a few vegetables.
- 265 Academic schedule caused starts and stops. Grant funding helped
- 266 stabilize the program.
- 267 • President Culpepper expressed thanks for sharing information on the space, and
- 268 for leaning into the Unifying Values.
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President's report

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- 273 • When Marisol Marks talked about TIX anniversary, this first time in History that
- 274 USC had all-female leadership. (Pres, UGC, GC, Staff Assembly President,
- 275 Faculty Senate). Thank you for living these values. TIX is not just
- 276 transformational for athletes. It helps everyone.
- 277

Vice President's report

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- 280 • Limited financial transactions. Send requests to JaBari.
- 281 • JaBari will prepare a budget report next meeting.
- 282

Parliamentarian's report

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- 285 • Phil Turner shared updates on the Ad-Hoc Re-Org committee.
- 286 • Looking to create synergy between existing councils and get feedback prior to
- 287 the launch of the Senate Micro-elections.
- 288 • If you are aware of an existing council in your area, please send any contact
- 289 information and/or documents to Phil.

- 290 • If you are aware of any areas that are interested in building a new staff council,
291 please send contact information to Phil as well.
292 • More updates in 2023.
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294 **Staff Retirement Association Report**

- 295 • Naomi Martinez shared about the recent event: Annual Holiday Breakfast
296 • Next events in the Spring (Trojan Table) Friday, Jan 27th.
297 • [https://emeriti.usc.edu/event/usc-emeriti-center-trojan-table-returns-for-the-
298 spring-semester-on-1-27/](https://emeriti.usc.edu/event/usc-emeriti-center-trojan-table-returns-for-the-spring-semester-on-1-27/)
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300 **University Club Report**

301 Dr. Liliana Ochoa-Springer

- 302 • University Club Board will be releasing the nominations for University Club
303 Awards.
304 • There will be an archive of past honorees, currently website only shows the past
305 year.
306 • <https://universityclub.usc.edu/staff-recognition/>
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309 **Committee Reports**

310 Standing Committees' descriptions: <https://staffassembly.usc.edu/about/committees/>

- 311 • Communications Committee
312 ○ Amber Brown, (NEW) **Chair**
313 ○ Amber Bartlett
314 ○ Robert Gallegos
315 ○ George Martinez
316 ○ Nelida Salazar
317 ○ Corinne Smith
318 ■ Report
319 • Amber working to schedule new meeting times
320 • Compensation and Benefits
321 ○ Richard Schroth, **Chair**
322 ○ Elizabeth Agraz-Sanchez
323 ○ Arlene Azarraga
324 ○ Kathleen Bonagofsky
325 ○ Marc Caballero
326 ○ Nelida Salazar
327 ○ Juggy Sandhu
328 ○ Stella Yeghnanyan

- 329 ▪ No report for December 2023
- 330 • Diversity, Equity, and Inclusion Committee
- 331 ○ Nichelle Huizar, **Chair**
- 332 ○ Grace Zamora, **Chair**
- 333 ○ Zarita Abbott
- 334 ○ Mayra Abrams
- 335 ○ Kevin Corbett
- 336 ○ Dawn Kita
- 337 ○ Yanara Portero
- 338 ○ Kelley Randle
- 339 ▪ Report
- 340 • Grace wished all Happy Holidays
- 341 • Excited to share New Year's Mixer for staff involved in
- 342 ○ UPC Campus in January at the UClub (Jan 18th)
- 343 ○ How do you get the invite? Self identify and sign-up
- 344 for our Staff DEI Directory.
- 345 • President Culpepper shared that we are all aware of the
- 346 siloed work. Looking to break these down
- 347 • Environment and Safety Committee
- 348 ○ Erin Jebavy, **Chair**
- 349 ○ Dulce Acosta
- 350 ○ Stacey Arthur
- 351 ○ Naomi Martinez
- 352 ○ Holly Nielson
- 353 ○ Shamae Smith
- 354 ▪ Report
- 355 • No meeting in December
- 356 • Funding approved for our Earth Week event.
- 357 • There will be a sustainability hub where the pharmacy space
- 358 was. Currently under construction.
- 359 • President's message: [https://www.president.usc.edu/a-](https://www.president.usc.edu/a-season-of-appreciation-infusing-sustainability-across-usc/)
- 360 [season-of-appreciation-infusing-sustainability-across-usc/](https://www.president.usc.edu/a-season-of-appreciation-infusing-sustainability-across-usc/)
- 361 • <https://news.usc.edu/203890/usc-sustainability-hub/>
- 362 • Rights and Responsibilities Committee
- 363 ○ Lisa Gallegos, **Chair**
- 364 ○ Tiffany Andalon
- 365 ○ Michelle Jones
- 366 ○ Kristine Moe
- 367 ○ Stacy Patterson

- 368 ○ William Yang
369 ▪ Report
370 • Thanks for all you do. Expressed appreciation and
371 availability for anyone who wants to present topics.
372 • No meeting this month due to short month.
373 • Big plans to go strong in January.
- 374 • Rules and Elections Committee
375 ○ Bernice Taylor, **Co-Chair**
376 ○ Phil Turner, **Co-Chair**
377 ○ Lali Acuna
378 ○ Amanda Decker
379 ○ April De La Rosa
380 ○ Jeremy Zuniga
381 ▪ Report
382 • No meeting this month.
383 • Hitting the ground in January.
384 • Working hand in hand with Ad-hoc, planning for micro-
385 elections and synergy with existing councils.
386 • Expressed appreciation for President Culpepper and Vice
387 President Brown's leadership.
- 388 • Scholarship and Awards Committee
389 ○ Jeanette Villanueva Padilla, **Chair**
390 ○ Amber Brown
391 ○ Ricky Coles
392 ○ Jackie Mardirossian
393 ○ Russ Sommer
394 ▪ Report
395 • Russ Sommer presented on behalf of Jeanette
396 ○ Please send in nominations!
397 ○ * Please nominate a USC Staff member for the USC
398 Staff Assembly and University Staff Club Monthly
399 Recognition Award. For more details:
400 [https://staffassembly.usc.edu/awards-](https://staffassembly.usc.edu/awards-scholarship/monthly-recognition-scholarships/)
401 [scholarship/monthly-recognition-scholarships/](https://staffassembly.usc.edu/awards-scholarship/monthly-recognition-scholarships/)
402 ○ Are you a full-time TAB eligible USC staff member
403 enrolled (or will be) in a degree program during Fall
404 2023? Apply for the USC Staff Assembly Scholarship.
405 Due June 1, 2023, at 11:45pm For more details:
406 <https://staffassembly.usc.edu/scholarships/>

- 407 • Staff Engagement and Appreciation Committee
- 408 ○ Pilar Sanabria, **Co-Chair**
- 409 ○ Cynthia Stender, **Co-Chair**
- 410 ○ Sam Adams
- 411 ○ Sarah Alexander
- 412 ○ Stephanie Arroyo
- 413 ○ Lisa Gallegos
- 414 ○ Irma Hernandez
- 415 ▪ Report
- 416 • Honored and privileged to serve and work with amazing
- 417 people.
- 418 • No major updates but working on the Staff Appreciation
- 419 week (Feb 27-March 5) for events on both campuses.
- 420 • President Culpepper shared that you don't have to be on the
- 421 committee to contribute to the wellbeing and engagement
- 422 with staff. Donations, share your time, talent, resources.
- 423 This is an open call for assistance to support. Donations
- 424 highly encouraged. Tickets, merch. Reach out to the
- 425 Chairs, or Kristi or JaBari.
- 426 • Transportation Committee
- 427 ○ Liliana Ochoa-Springer, **Chair**
- 428 ○ Anabel Diaz
- 429 ○ John DeMartini
- 430 ○ Sarah Holdren
- 431 ○ Dan Sy
- 432 ▪ Report
- 433 • Citation Review board, meet to review appealed citations.
- 434 • Not scheduled regularly, but meet as the need arises and
- 435 there are enough appeals to review.
- 436 • Open for any staff members to join to help review appeals.
- 437 • There is no appeal after the final decision made by the
- 438 citation review board.
- 439 • Reach out to Dr. Ochoa-Springer with any questions, or if
- 440 you're interested in participating.
- 441

New Business

- 442
- 443 • We have shared the concerns around scooters with senior leadership. Hope to
- 444 have more information in January.
- 445 • Reach out to the Chair or Officers with your concerns.

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Announcements

- Guest, Gloria Halfacre shared - Volunteer for helping with Rose Parade floats. Everyone is welcome to volunteer.
- Member Dawn Kita shared – Please continue to support Good Neighbors. Campaign is done, however, donations will continue to count through the end of the year.
 - Good Neighbors gifts accepted through the end of year, and it counts towards your department!
 - We are past the \$1 million mark in pledges and gifts, going to \$1.1M next!
 - goodneighbors.usc.edu or text "GNC" to 41444.

This year’s meeting schedule:

- Jan 27, 2023, 09:30 AM Pacific Time (US and Canada)
- Feb 24, 2023, 09:30 AM Pacific Time (US and Canada)
- Mar 31, 2023, 09:30 AM Pacific Time (US and Canada)
- Apr 28, 2023, 09:30 AM Pacific Time (US and Canada)
- May 19, 2023, 09:30 AM Pacific Time (US and Canada)
- Jun 30, 2023, 09:30 AM Pacific Time (US and Canada)

Please register for the series of meetings via the website and mark your calendars!
<https://staffassembly.usc.edu/>

Next General Assembly Meeting Reminder

Friday, **January 27**, 2023, 9:30 – 11:00 AM, Location: Zoom

Adjournment:

JaBari Brown moved to adjourn the meeting. Jackie Mardrossian seconded. The motion passed by unanimous voice consent (No-0, Abstain-0). The meeting adjourned at 11:14 AM PT.

*Meeting minutes submitted by
Phil Turner
USC Staff Assembly Parliamentarian
November December 16, 2022*