PASA General Meeting Minutes: November 17th, 2016

Meeting called to order: 9:02 a.m.

Welcome: Trisha Ruiz, PASA President

- Approval of the minutes (October 2016)
  o Tiffany King motions to approve and Valente Aguilar seconds the approval
- Recognition of New Employees
  o Quinn Bowman, Graduate Enrollment Management Counselor Admissions
  o Catina Chapman, Senior Contract Administrator
  o Crystal Matthews, Compensation Analyst
  o Arfaa Mujeeb, Database and Reports Analyst
  o Linda Rickman, Associate Director, Transfer Advising
  o Bervick Simon, Graduate Enrollment Management Counselor Admissions
  o Holly Sobota, Training and Development Specialist Human Resources
  o Dorsey Thomas, Assistant Director Student Success Center
  o James Townsend, Writer/Editor
  o Nilda Zepeda, Senior Business Assistant
  o Karen Parth, Senior Business Coordinator Enrollment Management

Announcements

- PASA Vice President election results Winner: Nikki Olivas
- Merger updates
  o PASA and SSA executive board met jointly in November
    ▪ Voted on new organization name: University Staff Association (USA)
  o Will survey all members for a new meeting time
  o Two options of merging the funds
    ▪ Both PASA and SSA deplete accounts
    ▪ Merge the two funds and PASA will support SSA in their fundraising efforts
  o Rewriting constitution and bylaws for USA
  o Keep major events separate until Spring 2017 and then begin merging
- Call for the Finals Project volunteers
  o SSA sponsored project
  o Hand out pencils, scantrons, and snacks
- Holiday Party, December 15th 3:00 p.m. in Garden Room
  o Watch email for more information

Spotlighter:
Nichole Eslinger, Executive Director of Human Resources

- Topic: Implications of the Fair Labor Standards Act to UHCL
  o Effective 11/30 for employees being switched from exempt to non-exempt
  o Does not change the rate of pay; must use TRAM
  o Numerous factors were taken into consideration for those 123 employees affected

Professional Development

- Wednesday, December 14th 12:00-12:45
  o Skillsoft Online Training
  o Questions? Becca Guler, guler@uhcl.edu (x2454) and Meryl Bazaman, bazaman@uhcl.edu (x3052)

Shared Governance Updates

- PBC: Karen LaRey/Gracie Villarreal
  o Discussed budget reductions due to decrease in international graduate students
• Increased enrollment initiatives
• Next meeting will be December 15th

• FSSC: Andrea Crucian/Kent Case
  • Building updates
    ▪ Adding suite in Arbor for HSH completed in spring 2017
    ▪ Arbor central roof replaced February 2017, will take two months to complete
    ▪ Library adding offices
    ▪ EIH building boat barn
    ▪ Sidewalk light poles installed LED lighting for 70 lights
    ▪ STEM and Rec Center: designing underway construction start February/early March completed 2018
    ▪ Pearland; April 2017 Completed fall 2018
    ▪ Campus master plan: done in 2011 to project future planning. Will reinitiate and take 6-8 months and look at campus, building, parking needs, and positive design standards
  • Parking and traffic safety subcommittee
    ▪ Converting handicap parking spaces to handicap van only usage in lot d and will do the same around other buildings
    ▪ Bike racks on campus do not allow for new locks to be used
    ▪ Part time employee parking permits at reduced rate
  • Electronic sign at entrance three: difficulty with lighting issues or wiring/frequency issues
  • Water bottle filling stations
    ▪ One in fitness zone and one in library. They will be in new buildings
  • Entrance 1 high school students park on campus and walk over to the high school and are not using sidewalks appropriately. Possibly have UHCL police department monitor?

• ULC: Nikki Olivas/Ashley Green
  • Smoking policy; concerns with locations and is considering going smoke free
  • Transportation
    ▪ Andrew presented issues with the shuttle van
    ▪ Only hold a limited amount of students. Purchasing a larger bus would not be financially good because it will cost more for gas
    ▪ Transportation department take over the shuttle from student life as they cannot accommodate being a large shuttle service
  • Recycling
    ▪ Put recycling bins in hallways for a year
  • Coach survey
    ▪ Gender equity results
    ▪ Things we are doing well and things we can improve on
  • Parking
    ▪ Current plans for new buildings do not have plans for new parking

Treasurer’s Report
• Laura Molina-Guzman
  o 2064 (PASA Support) funds = $1,666.00, 2078 (Professional Admin Association) funds = $1,990.51 and 4027 (PASA Scholarship) funds = $45.00 (includes 4% budget decrease)

Drawings
• Trivia
  o Nikki Olivas
• Parking
  o Angela Kelling

Meeting adjourned: 9:53 a.m.