PASA General Meeting Agenda
Meeting Date: May 19, 2016
Meeting Location: SSCB 1100
Breakfast Sponsor: PASA

Welcome — Bernie Streeter, PASA President
Meeting called to order: 9:03am
Breakfast sponsored by the Intercultural & International Student Services Office

Topic: “Elements of an Effective Student Worker Program
Spotlighters: Erika Garcia & Nhee Vang – Elements of an Effective Student Worker Program

- Intro to ISS staff worker program
- Highlights for ISS: new Women & LGBT services, new secretary Rachel Jones, there are 9 student ambassadors, and the office provides various opportunities for student outreach.
- Each ambassador is assigned to a coordinator, this allows coordinators to gain experience as a supervisor.
- Appointment of an office manager helps with delegation of office.
- Recruitment/Retention: many students already volunteer. When listings are posted, they go through their resumes and see what other offices they worked in. Looks for student involvement.
- Elements of diversity – life experience diversity which is very important for the office.
- Orientation and One-on-One meetings are also done with the student workers. We should let our student workers know that what they are doing is important.
- Assessing student strengths and weaknesses: true color personality test (based on the color, they actually delegate some responsibilities to students), personal interest profile (Myers-Briggs), offers customer services training.
- Performance evaluation: they have student workers fill out evaluations. They are told in the beginning so they know.
- Inclusive and engaging interaction: task them with important responsibilities, have them attend meetings, one-on-one meetings, and be a mentor.
- Help your student workers grow professionally and academically.

Recognition of New Employees

Trivia Entries... last call for entries

Approval of Minutes from Prior Meeting (April 2016)
Minutes approved.

Announcements:

- Thank you for helping with graduation. Please think about volunteering.
- PASA Elections: last meeting we talked about joining but has happened yet. The nomination process starts in June. Board positions open and vice-president open.
- Biggest Loser: Sandra, June 1st will announce winners soon.
- PASA Social/Mixer @ Sherlocks—Contact: Allen Cox Cox@UHCL.edu or Carmen Conley conley@uhcl.edu
- Student Life Film & Speaker Series... Zootopia Contact: Carmen Conley conley@uhcl.edu
- PASA Professional Development Committee: Lunch & Learn on 5/25/2016—Contact Deja Sero Sero@UHCL.edu or Becca Guler Guler@UHCL.edu Bayou 1135 from 12:00 – 12:45pm. There will be water, tea, and desserts offered. What does professional development look like? Contact Becca Guler for more info.
- Session/webinar coming up: Macroaggressions-how to improve campus issues coming from student perspectives.
- Shout Outs; promotions, professional advancements, etcetera

New Business

- You've Been Flocked fundraiser: fund is going good. We still need people to flock with flamingos. So far $495 raised. If interested in getting flocked, email the committee.
Hot Dog Sale—tentatively scheduled during 1st 5 week summer session. Sent an email to Mary to see when the most student are on campus. Bernie will get back to us.

Committee Reports

PBC (Planning & Budgeting Committee) – Leslie Cummings & Karen LaRey
- Have not met. Will meet in June.

FSSC (Facilities & Support Services Committee) – Jamila Maxie & Andrea Crucian
- Cost in growth. FMC is going to rent portable buildings behind Delta building. Reception area, work rooms, bathrooms, etc. For SCE, HSH faculty/staff.

ULC (University Life Committee) – Patrick Cardenas & Nikki Olivas
- May 12 wrap-up. If you remove trash cans next to recycling it allows or helps students recycle.
- Women’s work group—look into gender concerns. Will look at research from Harvard.
- Looking into making UHCL a smoke-free campus. President Staples will look into it.
- Phone access – forest room and student lounge area has phones for students.
- Lost and found signage – campus police
- Gender neutral bathrooms – we have one but it is always locked. Will likely get family bathrooms in Bayou building.

UC (University Council)/USSEC (University Systems Staff Executive Council) – Bernie Streeter

PDC (Professional Development Committee) – Becca Guler & Deja Sero

Welcome and Outreach Committee – Carmen Conley

Fundraising Committee – Bernie Streeter & Allen Cox

Treasurer’s Report – Rosie Pineda, PASA Treasurer

Drawings: Trivia Raffle
Attendance Winner: Norma Sides
Parking: Henry
Adjourn
9:55am

Visit PASA at www.uhcl.edu/pasa
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