PASA General Meeting Agenda

Meeting Date: June 18, 2015
Meeting Location: SSCB 1100

Breakfast Sponsor: Office of Human Resources

Welcome – Bernie Streeter, PASA Vice President/President Elect

Spotlighter – Karen Edwards, Executive Director, Human Recourses & Erica De Leon, Senior Benefits Coordinator, Office of Human Resources

A summary of history and implementation of E-Verify for the use of hiring new employees. Two new positions were added to HR in 2014: Two new employees: Employment Coordinator, JoAnne Slovacek and a new benefits coordinator, Andrea Crucian. These two positions were added because of the four year initiative. Market analyses demonstrated UHCL was lagging behind the market in pay. UHCL looks at peer institutions regarding salaries. Merit pay was able to go up to 5% increase. More than what was requested in priorities meeting. Changes to TRAM in 2016. Possible that employment software will also be changing in 2016. Additionally: UH System will also need to become compliant with ACA this year. UH System looking into implementation. Karen Edwards’ last day will be on July 10th.

Recognition of New Employees

Anthony Scaturro: Information Security Officer, UCT
Sandra Thomas: International Admissions Counselor, OIAP
Erica Garcia: Coordinator for Intercultural Student Services, ISS
Danielle Gross: Employer Relations Coordinator, HR
Shandon Lee: Advisor, SCE
Second SCE Advisor

Trivia/Parking Raffle Entries

Approval of Minutes from Prior Meeting (May 2015)

Minutes approved as written

Old Business

2015-2016 Elections
Bernie gives a reminder that nominations are open and that PASA officers will be recruiting next to the SSA breakfast table

Friday mornings
General Meeting Schedule Change
July meeting will be taking place July 23.

New Business

Monday Morning Coffee Hour: 9-10am, PASA social hour. Still being organized and date TBD. PASA members will be notified to details by email.

Committee Reports

PBC (Planning & Budgeting Committee) – Cindy Saltzman & Leslie Cummings
Met June 3. Voted on funding for 2016 priorities. All 18 priorities were funded. Priority 1: Pool for pay increases 3% for faculty and 3.4% for staff. Comments: summer instruction not fully base funding. STEM building was approved for $54 million. Staples sent email with details about funding priorities June 11 for more detailed information.

FSSC (Facilities & Support Services Committee) – Karen LaRey & Tabitha Tipton
Space allocation and utilization committee voted on whether to approve space allocation in basement for UCT. PASA rep voted yes.

ULC (University Life Committee) – Abby Diaz & Patrick Cardenas
Task force created to address smoking policy and compare with other institutions; hand sanitizer pilot program will be implemented in Bayou Building. Recycling project will continue. Childcare survey will be analyzed over the summer and generated into a report. Approximately 1100 responses.

UC (University Council) – David Benz
USSEC (University Systems Staff Executive Council) – Kristi Randolph-Simon & Bernie Streeter
Did not meet. July meeting scheduled.

PDC (Professional Development Committee) – Joanne Timm & Lori Lopez
Planning all fall events and sending invites to speakers.

Welcome and Outreach Committee – VACANT
Bernie, Abby, and Carmen have been welcoming new employees. Call for volunteers to chair committee.

Fundraising Committee – Judy Chapman
Did not meet but ideas being discussed.

Treasurer’s Report – Carla Salter-Eaglin, PASA Treasurer

2064: $1572.45
2078: $4735.40
Scholarship: $259.50

Drawings: Trivia/Door Prize/Parking Raffle

Trivia: Leslie Cummings
Door Price: Andrea Crucian, Cindy Cook
Parking: Henry

Announcements
Erika De Leon: ERS will be giving annual enrollment workshop on July 20th at 9:15. Erika will be emailing Power Point presentation to employees.

Adjourn

Bernie moves to adjourn; Shaun seconds. Meeting adjourned at 9:58

Visit PASA at www.uhcl.edu/pasa
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