**Members Present**

Dillon Nash, Kate Rivardo, Kurt Lund, Lakeshia Villegas, LeeAnn Wheelbarger, Stephanie Holleran, Bernie Streeter, Veronica Ortiz, Bianca Schonberg, April Harris, Kimberly Duren

1. **Opening**

USA Vice-President, Veronica Ortiz, called the meeting to order at 10:00 a.m.

1. **Welcome**
2. **Hawk Spirit Award Nominations**

* None submitted.

1. **USA Programing Updates**

* **Programing Committee:** Stephanie Holleran, Committee member provided updates
  + **Picnic at Potter’s Pond** – Wednesday, April 13th – Noon-1:00. Staff Assist, Veronica, Dillion and Bernie. 11 Attendees. Held at the Patio Café due to inclement weather. College of Business – Pizza Winners!
  + **Staff vs. Students Volleyball Game –** Thursday, April 21st – 4:00-6:00. Team sign-ups close on Tuesday, 4/19. Minimum of 6 players per team. Price suggestions welcome. Who will assist with set up and cheering? Veronica, Sheeba, Bernie and Stephanie.
  + **Sunshine Committee** – April – Pearland Campus! Any suggestions for other offices? These suggestions were made – Global Learning, TMC and the Provost’s Office. It was suggested the Committee add a list to the Teams page of offices that have received Appreciation Bags.
* **Finalizing Summer Programming –** Bingo, Trivia (maybe do more frequently, build a following? Have a contest for staff? Whoever develops the most interesting game wins a prize?

1. **Upcoming Speakers**

* Veronica Ortiz, Committee Chair provided updates.
* April
  + Steven Kitchen – Facilities and Construction Update
  + Debbie Carpenter – Auxiliary and Procurement, Patio Café Update
* May
  + Kurt Lund – Data Governance
  + Tiffany King – New Admissions Registration Days
* June and July Suggestions:
  + Ed Puckett – Project Office
  + HR – Esther and new HR programs
  + Beginning of the New Fiscal Year (9/1/23) – Have all four colleges send a representative
  + Dr. Do, Mark Denney – Regarding Merit Process – How is merit calculated?

1. **Topics for Further Review**

* An overarching goal – **Increase representation**, involvement, advocacy from support staff throughout the university.
* It was mentioned that in the past there was a strong contingency of staff **representation from FMC**, which now seems to be lacking. How can we increase their participation?
* **USA Elections are upcoming!** June / July – For further discussion at next month’s meeting.
* **General Meeting Content Reminder –** Get Your Information into the April PowerPoint Presentation!!

1. **Closing Remarks**

* The next USA Executive Board Meeting will be held on Thursday, May 5, 2022, at 10:00 a.m. at a location to be determined.