

USA General Meeting Minutes Date May, 16, 2024

- **Welcome**
 - Michelle Mirpuri started the meeting at 10:04 am. She gave a reminder that the meeting will be recorded and posted online. Approval of April Minutes, motion to approve, and seconded. Passed as written.
- **Guest Speaker- Michelle Mirpuri & Daniela Valenzuela**
 - Information was given regarding USA Involvement Opportunities
 - Mission and purpose
 - Shared Governance committees and committee chair positions were described in detail
 - Benefits of involvement
 - Nomination & Election Process
 - Executive Board Nominations: Expect an email between 6/1/24-6/20/24
 - Executive Board Elections: July 1, 2024-July 17, 2024
 - Board Announcements by August 1, 2024

USA Committee Reports

- **President and Vice President Update**
 - Proposed Bylaws- Voting in progress
 - Summary of proposed changes to the USA Bylaws can be viewed in the email sent this past Tuesday, May 14th via email to all benefit eligible staff members.
 - Market Analysis and Staff Compensation Study
 - Board of Regents- approved FY25 budget yesterday
 - Executive Report from the President will released later today
 - Salary letters will be sent around July 1
 - 3 year implementation plan
 - Vice President of Administration and Finance
 - Interim VP, Marty Baylor arrived this week
 - Applications are being accepted through July 15 (for best consideration)
- **Fundraising Committee, Chair Fran Hawkins-Williams**
 - Phil The Box Fundraiser
 - Information was given regarding how it works.
- **Program Planning Committee, Chair Lauren Sawyer**
 - Next Event- May 29th from 12-2pm, Singo Bingo, Bayou Forest Room
- **Professional Development Committee, Chair Lisa Hudson**
 - Thank you Thursday! Thanks to trainers Mr. Brandon Byrd and Dr. Charles Crocker and the campus sponsors and colleges.
- **Scholarship Committee, Chair Bernie Streeter**
 - No updates
- **Welcome & Outreach Committee, Chair Dr. Johna McClendon**
 - No Updates
- **Treasurer's Report, Chair April Harris**
 - Current Account balances were given regarding the USA Support fund, USA fund, and the

Shared Governance Reports

- **University Council, Michelle Mirpuri**
 - Interim Travel Policy Extended through September
 - Final Approval of the Shared Governance Policy Revisions
 - Approval of a BS in Aerospace Engineering Program
- **Facilities & Support Services Committee, Bianca Schonberg and Lee Ann Wheelbarger (Alternates, Debra Ross and Shelly Matejka)**
 - No Updates
 - Environmental Health & Safety- Miguel Venegas
 - Interim EHS Manager- Niki M. Pearce
- **Planning & Budgeting Committee: Megan Bearden and Kim Oldigs**
 - New financial dashboard is being developed for (PBC use only)
 - PBC will meet in the summer to review AY25 budget
- **University Life Committee: Fran Hawkins, Sheeba Thomas, Stephanie Holleran, Luisa Beck**
 - ULC By Laws Amended
 - Voting members of the committee shall consist of:
 - Faculty (From the Faculty Senate with at least one from each college)
 - Office of Information Technology (OIT) Representative
 - Division of Student Affairs Representative
 - President's Office Representative
 - Associate Vice President of Human Resources
 - University Staff Association (USA) Representative (2)
 - Student Representatives (1 Graduate and 1 Undergraduate)
 - Library Representative
 - EIH Representative

Campus Committee Updates

- **Campus Recreation Advisory Board-Rebekah Gonzalez and Kate Rivardo**
 - No Updates
- **Campus Bookstore Advisory Board- Stephanie Holleran**
 - No Updates
- **Dining Advisory Committee-Juliana Espinosa, Nomso Eze, Salma Argumedo-Salazar, and Carmen Conley**
 - Limited Patio and Café summer hours (visit dining services website for hours of operation)
 - Changes to Boost app (breakfast now available)
 - Changes to walk up (breakfast now available) (grill line only)
 - Salad Bar request
- **Hawk Spirit Award!**
 - Presented to Juliana Espinosa, Student Success Librarian, Congratulations.

University of Houston Clear Lake

University Staff Association

- **Open Forum/Announcements**
 - Interested in presenting at a USA meeting? Email USA@uhcl.edu

Meeting concluded at 10:59 am

Next USA general meeting is June 20, 2024 at 10:00am