

### USA General Meeting Minutes Date June, 20, 2024

- **Welcome**
  - Michelle Mirpuri started the meeting at 10:03 am. She gave a reminder that the meeting will be recorded and posted online. Approval of May Minutes, motion to approve, and seconded. Passed as written.
  
- **Guest Speaker- Yolanda Edmond, AVP Human Resources**
  - Information was given regarding the staff classification and compensation study
    - Gallagher was the company hired in May 2023
    - Effective 9/1/24, BOR approved the budget
    - Classification: Reduced from 397 to 317
    - Compensation: UHCL's base salary for staff is 16% below the 50<sup>th</sup> percentile of the market
    - Salary Structure: Places midpoints of the salary structure at 90% of the 50<sup>th</sup> percentile with a three-year implementation plan
      - New 15 pay grade structure
    - Survey Sources: The primary labor market represents both higher education and private sector
      - Economic Research Institute's (ERI) Geographic Assessor to identify geographical differences
    - Next Steps: Salary Letters 7/1/24, via email
    - General Guidelines:
      - Less than \$3,000- full adjustment in year one
      - \$3,000 or more- adjustment divided equally over three years
      - No merit increases for FY25

### USA Committee Reports

- **President and Vice President Update**
  - Proposed Bylaws- approved
    - Ask USA Questions
      - Alternative Work- remaining the same
      - Voting- are we preparing for potential protests on campus? Yes, the President and leadership team have a plan in place
  - US Board Nominations and Elections- extended through next week
  
- **Fundraising Committee, Chair Fran Hawkins-Williams**
  - Phil The Box Fundraiser
    - USA is moving forward with this.
  
- **Program Planning Committee, Chair Lauren Sawyer**
  - May 29<sup>th</sup> Singo Bingo was a success
  
- **Professional Development Committee, Chair Lisa Hudson**
  - Proposed plans have been reviewed. Decision was made to place it as a proposal for next year.

# University of Houston Clear Lake

## University Staff Association

- **Scholarship Committee, Chair Bernie Streeter**
  - No updates provided.
- **Welcome & Outreach Committee, Chair Dr. John McClendon**
  - 6 new employees June 2024
  - July 17<sup>th</sup>, next orientation
- **Treasurer's Report, Chair April Harris**
  - Current Account balances were given regarding the USA Support fund, USA fund, and the USA scholarships fund.

## Shared Governance Reports

- **University Council, Michelle Mirpuri**
  - On summer break
- **Facilities & Support Services Committee, Bianca Schonberg and Lee Ann Wheelbarger (Alternates, Debra Ross and Shelly Matejka)**
  - On summer break
- **Planning & Budgeting Committee: Megan Bearden and Kim Oldigs**
  - No updates provided
- **University Life Committee: Fran Hawkins, Sheeba Thomas, Stephanie Holleran, Luisa Beck**
  - On summer Break

## Campus Committee Updates

- **Campus Recreation Advisory Board-Rebekah Gonzalez and Kate Rivardo**
  - No Updates provided
- **Campus Bookstore Advisory Board- Stephanie Holleran**
  - No Updates provided
- **Dining Advisory Committee-Juliana Espinosa, Nomso Eze, Salma Argumedo-Salazar, and Carmen Conley**
  - No Updates provided
- **Hawk Spirit Award!**
  - Presented to Office of International Admissions & Student Services, Congratulations.
- **Open Forum/Announcements**
  - Interested in presenting at a USA meeting? Email [USA@uhcl.edu](mailto:USA@uhcl.edu)
  - A daily enrollment dashboard is available for view in Clarity, contact Miriam Qumsieh for details
  - Ice cream social July 2nd

*Meeting concluded at 10:53 am*

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University Staff Association

**Next USA general meeting is July 18, 2024 at 10:00 am**