AP Assembly Minutes

Thursday, August 18, 2011

Attending: Janail Silver, Holly Reed, Aniesha Mitchell, Dan Bettman, Ryan Mostiller, Chris Jensen, Melinda Booth, Steve Shablin, Petra Knoche, Shaun Moore, Sarah Mullin, Jean Szura

1. Meeting called to order
2. June 30 minutes approved.
3. President’s report: AP Assembly funding request approved for $4,000. We are raising the amount of the AP Award but have enough in our budget to cover the difference. So we kept our funding request at the same level.
4. Vice President’s report: Carmen Etienne not in attendance.
5. Treasurer’s report: New funding for FY 12 as deposited.
	1. Outstanding AP Award = approx. $4,300
	2. General AP Assembly = approx. $4,500
6. Secretary’s report: Melinda Booth taking minutes today.
7. Senate report: Senate doesn’t meet in the summer. Steve Shablin will send out fall meeting dates to the group.
8. Senate committees report: No reports or meetings in the summer. Question: is Campus Development committee dealing with the new smoking restrictions? Steve Shablin explained that administrative policy was updated to fall in line with State of Michigan laws. The issue was originally raised with UHR and brought to the attention of Cora Hanson in Risk Management. University Communications and Marketing is working on a PR rollout and smoking receptacles have been moved to 50 feet from buildings. OUPD won’t be monitoring new rules.
9. AP Assembly committee reports
	1. Communications: upcoming newsletter info submission deadlines of August 25 and Sept. 8. Moving to every other week distribution. Jean will add submission deadlines to our calendars.
	2. Spirit: Looking into jackets and one other item for fall spiritwear sale. Discussing possible collaboration with special and social events committee for future events.
	3. Personal and professional development: Sent out survey about APs interests for professional development series and received 125 responses. Going to review results and plan events, with first one likely to fall at end of September.
	4. Special and social events: Added Allison from CSA as a new member. Goal is to plan events that tie back in to OU community and school spirit, like WOCOU tailgate. Ideas:
		1. Bike share – educate professional staff on policies. Need ideas for fun event during lunch hour.
		2. Valentine’s craft – make one for yourself and one for charity
		3. October event – Midnight Madnezz
		4. November event – speed socializing
	5. New AP Welcome: no updates.
	6. Nominations and Elections: no updates.
10. Old business
	1. Team award: Up for discussion on Sept. 13 at president’s executive committee meeting and hopefully approved. President to fund.
11. New business
	1. Senate appointments: AP Assembly currently in charge of appointing to AP slots on these committees. There are 18 senate committees total; 5 have APs: Athletic, Budget Review, Campus Development and Environment, Planning Review, Teaching and Learning. (Academic advisers (via PAC) are also assigned to committees; some overlap.)

Steve Shablin suggested that since committees require high level of commitment and investment, perhaps nominations and elections committee should make actual appointments or make recommendations to the president. Good fit is important; seasoned APs should be on some of these committees and might help rejuvenate interest for more experienced APs.

The following questions came up: should we look at committee charges to see if there are other committees that would benefit from AP representation? Should appointees come report at our meetings?

Jean will look at by-laws and bring info to our next meeting for additional discussion.

* 1. Fall meeting with Dr. Russi: Jean scheduling meeting for December 15, 2011.
1. Good and Welfare
	1. AP raises have been instituted. Bands increased as well. Raises based on your current salary. Jean will ask Greg Jordan if there is a communication plan or how people are being notified.
	2. Steve Shablin reported current issue with clerical contract: new prohibiting retroactive pay. Right now there is no contract for clericals; once it’s approved the new pay is from that point forward, with no retroactive back pay. AAUP contract ends May 2012; Provost is soliciting agenda items related to that for discussion.
	3. Chris Jensen reported that the Outstanding AP Award plaque in the OC is now up to date.
	4. Like the AP Assembly page on Facebook!
2. Fall meetings (all take place at 10 a.m. in 125 OC)
	1. Thursday, September 29
	2. Thursday, October 27
	3. Thursday, November 17
	4. Thursday, December 15
3. Adjourned at 10:54.