

AP Assembly Executive Board Meeting- September 18, 2014

Present- Amy Tuckfield, Susan Hartman, Shaun Moore, Chris Goeth, Rueben Ternes, Colleen Arnett, Jasmine Bailey, Meaghan Cole, Andrea Lewis, John Cebelak, Amy Ring, Barbara Baker, Nicholas Desrochers, Tricia Westergaard, Brittani Hobbs, Petra Knoche, Anthony Gallina, Allison Webster, Stephanie Jurva

1. Call To Order: 10:02am
2. Approval of meeting minutes from August 21, 2014
3. President Report: Petra Knoche
 - a. Hello and welcome everyone!
 - b. We received the funding for this year. Since we did not do the Meet and Mingle this year, we actually have more funding then we have in the past.
 - c. There is a weekend of full activities for Homecoming so please come out and participate!
4. Vice President Report: Anthony Gallina
 - a. No new updates.
5. Treasurer Report: Stephanie Jurva
 - a. We have money! It was deposited at the end of August. We had a balance of \$1,390.06 left, we received \$3,250.00. Our new balance is \$4,640.06 in the general fund. \$2750.00 is in the Outstanding AP fund.
 - b. I am working on creating a form for committees to apply for funding. When your committee wants funding, you fill it out and we can track where funding was approved.
6. Secretary Report: Allison Webster
 - a. The AP assembly officially has a locker in the OC hallway by the staircase (by the elevator). It is locker #53. The combination is 22-32-38. So we can ask around to see if anyone has AP Assembly supplies in their offices to put in it (the banner being one of them).
 - b. Please sent me updates for the AP Assembly Calendar
7. Board of Trustees Meeting
 - a. No new updates
8. Senate Report: Trisha Westerguard
 - a. We have our first meeting this afternoon.
9. Senate Committees
 - a. No new reports.
10. AP Assembly Committee Reports
 - a. Communications: Brittani Hobbs
 - i. Welcome message was sent out
 - b. Community Engagement Committee: Scott Hillman
 - i. No new updates
 - c. Personal and Professional Development: Andrea Lewis/Stephanie Jurva
 - i. We met this morning, and our goal is to schedule 5-6 events.
 - ii. Our next event is in November, it is about purchasing and software

- iii. In December we are doing an event on Mindfulness
 - iv. January we are working on Wellness with the Recreation Center
 - v. We are thinking about adding to the newsletter other campus trainings that are available to other AP's on campus.
 - vi. We wanted to add a tip of the month at each meeting, for those who could not attend a training. We will get you a tip for October next month!
- d. AP Recognition: Anthony Gallina
 - i. The main purpose is to recognize new AP's and old AP's
 - ii. Each month we want to welcome new AP's to campus by getting a list of those that are new, and each committee member will reach out to them to talk to them personally, give them an AP Assembly t-shirt and card letting them know about the next meeting.
 - iii. AP Appreciation Week: December. We want to have 2-3 events that week. We want to give everyone an AP Button, promotional items, hang banners, and host fun lunch /happy hour, massages in the recreation center.
 - iv. We want to order AP Assembly stationary, cards, and business cards
- e. Voice of the AP: Rueben Ternes
 - i. We are trying to get feedback from all of the different senate committees. However, most of the committees have not met yet. We have a meeting with the Provost next month to speak about the Senate committees
- f. Nominations and Elections: Shaun Moore
 - i. No updates yet

11. Old Business

12. New Business

- a. We are going to meet with the Provost and the President in December. Be on the lookout for potential questions for us to ask.
- b. Chris, the president of the AP Association, is going to be attending each of our meetings. If anyone has an issues to bring up to the Association please let him know. We are going to add an Association Update on the agenda for each meeting.
- c. They are reviewing the Personnel Manual right now. It is expected that we will have to pay 5% of our health care benefits next year.

13. Good and Welfare

- a. OU Homecoming Tailgate party is Saturday at 2:00pm
- b. The Grand Opening of the Clock tower is tomorrow
- c. The Grand Opening of Oak View Hall is Saturday from 11am-1pm

14. The next meeting is October 16th 10-11am, Lake Superior A

15. Meeting Adjourned at 10:48am