

AP Association Executive Committee

Meeting Minutes ★ April 12, 2017

Present: Tricia Westergaard, Greg Jordan, Cindy Hermsen, Steve, Shablin, Josh Stotts, April Thomas-Powell, Becky Lewis, Marie VanBuskirk, Anna Mrdeza, Krista Malley, Sara Webb, Jennifer Janes, Kelly Brault

Call to Order / Introduction of Guests (11:44 am)

Approval of Minutes – February 8, 2017 (Approved)

Treasurer's Report

- No changes at this time

Presidents / UHR Monthly Meeting Report

- All AP Meeting – thoughts? reactions?
 - Thank you to Becky, Marie, Tricia and Krista for their help in planning and organizing!
 - Went well overall, well attended
 - Ideas for next year:
 - Breakouts after event for further discussion
 - Roundtables hosted by E-Board members
 - Change time of day
 - Morning or later in the afternoon
 - Reduce food cost
 - Will need to reserve a room space soon due to the OC being under construction
 - Consider OU break in February as date consideration
 - Gold Rooms would be an ideal location
- UHR merit focus group meetings
- UHR meeting – March 27 (next meeting: May 1)
 - Status of performance management process/merit
 - UHR sent proposals to the Cabinet for review-no decisions have been made
 - Budget has not yet been approved
 - Focus on more employees receiving a successful rating vs. an outstanding rating
 - Would be a total culture change at OU
 - Reviewing a 3 year process to make changes to process
 - Does the AP Association need to begin making recommendations on this process to UHR?
 - How long should it take to get to mid-point?
 - How do years of service impact this process?
 - Are there any other groups on campus that are measured by performance?
 - Would like the merit and performance management process for the next year in place by July 1st so that employees are educated on what the rating expectations are
 - Idea: self-rating and supervisory rating system
 - Idea: Scoring system similar to hiring employee system
 - AP Association will set additional meetings for E-Board to discuss ideas in May
 - Reviewed UHR Standings and Characteristics informational sheet
 - Leadership Academy
 - 35 applicants for 16 spots

Old Business

- By-laws updated and posted to website – thanks Jennifer!
- Chats with AP Association and AP Assembly
 - Update on February 13 (*Steve/Kelly*), March 10 (*April/Tricia*), April 5 (*Jennifer*)
 - Only had participation on the March 10 date
 - Idea: market chats to specific topics/issues
 - Good times to have chats:
 - After all AP meeting

- After AP Assembly meeting with the President
- After the Wellness Fair in November

New Business

Committee Updates

- Nominating/Elections – Tricia
 - 204 votes so far, elections close April 21st

AP Assembly Updates

- Budget approved for next year

Take-away: Communicating to APs

Adjournment (1:03 pm)

- Next Meeting: Wednesday, May 10 from 11:30 a.m.-1 p.m. (Room 126, OC)
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Identified Goals

- Scanning boxes of AP Association files – *Sara, Greg, Josh, April* – **IN PROGRESS – Another Purge Party Tomorrow!**
- Joint welcome email to new APs with AP Assembly – *Tricia* – **COMPLETE!**
- AP Association Corner on the AP Assembly newsletter – *Sara* – **COMPLETE!**
- Once-a-semester meeting with AP Assembly – **FALL MEETING COMPLETE!**
 - Thursday, April 27, 2017 at 11 a.m. in Gold Room A, OC
- Review of bylaws – **COMPLETE and APPROVED!**
- AP Association/Assembly table at OU Benefit Fair – **COMPLETE!**