

AP Association Executive Committee
Meeting Notes
August 15, 2018

Attendance: Kelly Gianetto, Marie VanBuskirk, Tricia Westergaard, April Thomas-Powell, Andrea Mill, Kristen Rohrbeck and Nancy Osmialowski.

Guests: Hnou Vue, Leanne Devreugd, Kurtis Kirkpatrick, Dan Arnold and Bani Bordoloi.

Minutes: July 2018 Minutes approved.

President's updates

- Compensation guidelines and committee
 - Current guidelines will be reviewed with HR.
 - Compensation committee may be made active with HR.
- Performance Management
 - 2018-2019 goals will still be set but the rating will only be “needs improvement”.
 - AP's should work with supervisor on goal setting process.
 - New system should be active for 2019-2020.
- Flexible workforce arrangement
 - HR is currently working with CT's and skill trades personnel.
 - AP will be discussed at next meeting.
 - Task Force has support from Dr. Pescovitz.
 - Suggestions will be ready for early Fall.
- AP Manual edits and approval
 - Subcommittee is currently reviewing AP Manual.
 - Would like manual to be reviewed yearly.

New business

- Flexible workforce arrangement - AP Survey
 - E-board, Assistant Deans' and director-level positions were emailed a survey to assist in targeting challenges as well as how ways this type of arrangement could succeed in various departments.
 - Reviewed results - 63 responses.
 - E-board, please discuss with fellow AP's to gain insight.
- Work Teams
 - E-board were emailed work team-interest area survey in order to complete AP Association goals in a more effective way.
- 2018-2019 Goals

- Education - Plan and hold at least four education sessions centered on benefits and compensation by July 2019.
- Outreach/Communication - Send out quarterly communications to assure that all AP's are up-to-date and can give feedback in a timely manner outside of All AP Meeting.
- Compensation - Work with AP Compensation Committee representative and UHR to review and recommend changes or edits to the compensation guidelines.
- AP Manual - review AP manual annually, and suggest edits and changes .

Old business

- AP Award structure
 - A subcommittee is making recommendations on how to best distribute and clarify the process.

