

## **AP Association Executive Committee**

### **Meeting Notes**

**June 16, 2021**

### **Virtual via Google Meet**

**Attendance:** Anthony Galina, Kelly Brault, Marie VanBuskirk, Maria Ebner-Smith, John Cebelak, Kristen Macha, Susan Hartman, Deb Cash, April Thomas Powell, Adam McChesney and Don Ritenburgh.

**Guests:** Meaghan Cole, Stephanie Willis, Becky Lewis, Jessie Hurse, Zach Zachowicz, Kelli Dowd, Melanie Chamberlain, Lisa Hutchins, Denica Holzworth and Ann Voorheis-Sargent.

**Approval of Minutes** – May 26, 2021 minutes approved.

**Treasurer's Report** – No change.

#### **President/ UHR Monthly Meeting Report-**

- AP Association year in review
  - E-Board
    - AP Association E-Board executed all remote meetings for the 2020-2021 academic year
    - The E-board was still able to represent the needs of All AP's at monthly meetings as well as weekly meetings with UHR.
    - Thank you to the E-board for representing AP's effectively during this time of change and uncertainty!
  - Review of Goals for 2020-2021
    - Flexible Work Arrangements: Continue to educate and advocate for flexible work arrangements
    - Education: Provide education sessions to APs to learn more about benefits and resources
    - Compensation: Continue working with UHR on transparency, position review, processes and reporting
    - Community Service: Create one meaningful service project that assists a community in need
    - The Work Teams made great progress towards these goals - update/review listed below
- Return to Campus (RTC) update
  - Communication is essential for a successful transition back to campus.
    - Communication should be coming out via OU email this week.
    - Website and FAQ list is currently in the creation process.
  - AP Feedback form submissions continue to come in, with all submissions reviewed and considered when representing AP's in group.
- Recognition of outgoing board members
  - Thank you to the E-board members below for their time, dedication and service to all AP's
    - April Thomas-Powell-Past President

- Deb Cash- Rep. Bands J-R
  - Susan Hartman- Rep. Bands J-R
  - John Cebelak- Member-at-Large
- Reminder the 2021 All AP Meeting- Wednesday June 23<sup>rd</sup> 11:30a-1p via Zoom.
  - Link in AP Newsletter and reminder email that was sent to all APs on June 9<sup>th</sup>.

### **Assembly Updates**

- June 10 AP Assembly meeting centered around recognizing AP award recipients as well as recognizing specific departments that went above and beyond this current academic year.
  - Well attended - over 180 people attended via Zoom!
- Next meeting: July 8, 2021 via Zoom.

### **Work Team Updates**

1. Work-life balance (Goal 1)
  - 1) 1. Maria Ebner-Smith
  2. Don Ritenburgh
  3. Deb Cash
  4. Marie VanBuskirk

2. Education (Goal 2)
  1. Marie VanBuskirk
  2. Stephanie J. Lee
  3. Nancy Osmialowski

3. Communication & outreach (Goal 3)

1. Nancy Osmialowski
2. Kelly Brault
3. Susan Hartman
4. April Thomas-Powell

4. Community service (Goal 4)

1. John Cebelak
2. Adam McChesney
3. Anthony Gallina

### **Work Life Balance**

- The Work Team has reviewed the current Flexible Work Arrangement (FWA)
  - Has developed recommendations for FWA post-Covid.
- Campus-wide Committee will reconvene to continue work on FWA.
- Important to note, President Pescovitz supports FWA at OU.
- Feedback is welcome and is super helpful to the committee/work team :)

### **Education**

- The Work Team held two sessions this academic year
  - First session focused on Emergency FMLA
  - Second session focused on Benefits/Total Compensation
- Would like to hold a third session on best practices on returning to campus - day/time TBD.

### **Communication/Outreach**

- This year, The Work Team reviewed and discussed compensation guidelines, reviewed the Managers Toolkit and included any necessary updates in the AP newsletter.

### **Community Service**

- The Work Team surveyed AP Association E-board to determine interest in Community Service, including what type as well as in-person or virtual experience.
  - Overwhelming responses preferred in-person experience.
- Due to pandemic, this was unable to occur but would like to continue to strive toward this goal.

**Upcoming OU on-campus events-**

- Rec Well events, SMTD, OU Carillon Concerts ([calendar.oakland.edu](http://calendar.oakland.edu))

**Next AP Association Board Meeting-**

- Wednesday July 14, 2021.

2020-21 AP Association Goals

- FWA: Continue to educate and advocate for flexible work arrangements
- Education: Provide education sessions to APs to learn more about benefits and resources
- Compensation: Continue working with UHR on transparency, position review, processes and reporting •
- Community Service: Create one meaningful service project that assists a community in need