

AP Association Executive Committee
Meeting Notes
May 16, 2018

Attendance: Kelly Gianto, Greg Jordan, Maria Ebner-Smith, Sara Webb, Stephanie Willis, Kelly Brault, Patrycja Comello, April Thomas Powell, Anthony Gallina, Don Ritenburgh, Jean Szura, Kristin Rohrbeck, Marie Van Buskirk, Andrea Mill and Nancy Osmialowski.

Guests: Bani Bordoloi

Call to Order / Introduction of Guests

- Welcome new board members
 - April Thomas-Powell: President-Elect
 - Nancy Osmialowski: Secretary
 - Don Ritenburgh: Rep J-R
 - Kristen Rohrbeck: Rep J-R
 - Jean Szura: Rep S-X
 - Andrea Mill: Member-at-large

Approval of Minutes - April 18, 2018 minutes approved

Treasurer's Report - No change

Presidents / UHR Monthly Meeting Report

- Compensation Guidelines
 - UHR updating document used in previous years.
 - Revised document will be sent to AP Association and eventually posted to UHR website for hiring practices.
- Performance Management Update
 - After meeting individually with board members, UHR will then meet with Dr. Pescovitz to review.
 - If possible, will share update at All AP meeting in June for upcoming 2018-2019.
- Workforce Alternative Schedule Task Force
 - First meeting on May 23, 2018.
 - Dr. Pescovitz will attend to announce the charge/direction of the task force.
- AP Manual Approval
 - AP Association's view point from last meeting was relayed to keep the AP Manual changes under board approval.
 - Tuition Assistance

- AP will no longer have maximum credit amount per fiscal year.
 - Current requirement is 16 credits per fiscal year.
 - Changes will be determined on June 4 at the BOT meeting.
- TEAM Award
 - Will be recognized at Exemplary Employee Awards Celebration ceremony in June.
- Leadership Academy
 - Approved for 2018-2019.
 - Call for nominations will be sent out soon.
- Change in covered pharmaceuticals
 - Blue Cross and Priority Health have made changes to certain covered pharmaceuticals effective July 1, 2018.
 - Notification has been sent already to those who have been affected.
- Investment consultant
 - OU is planning to hire an investment consultant with ultimate goal to review the current investment options to OU employees.
 - UHR is holding interviews in May 2018.

New Business

- Scanning historical documents
 - Purge and scanning process has been successful.
 - Kresge library will achieve the documents and will keep the paper copies.
 - The archive will be searchable.
 - AP Association and Assembly would like to take a yearly Executive Board photo and add individual photos of E-board to both websites.
 - Might need to wait to add to websites until all websites are ADA compliant.

Old Business

- Meetings on AP Award structure
 - UHR would like to review the award process with AP Association input.
 - Meetings will be added to the calendar within the next few weeks.
- AP Association manual review
 - A subcommittee will be formed to annually review the AP Manual.
 - Anthony Gallina, Maria Ebner-Smith, Don Ritenburgh, Patrycja Comello and Andrea Mill volunteered to be a part of the committee.
 - Anthony Gallina will act as lead.

Committee Updates

- All AP Meeting- Kelly, Anthony, Don

- Wednesday, June 20 from 11:30-1:30.
- Rooms have been reserved and at least one UHR representative will be present.
- Will be livestreamed by E-Learning.

AP Assembly Updates - No updates

Adjournment

- Next Meeting: All AP Meeting, June 20, 2018

