

**AP Association Executive Committee**  
**Meeting Notes**  
**September 19, 2018**

**Attendance:** Andrea Mill, Kelly Gianetto, April Thomas-Powell, Anthony Gallina, Don Ritenburgh, Patrycja Comello, Stephanie Lee, Maria Ebner-Smith, Jean Szura, Tricia Westergaard, Marie VanBuskirk and Nancy Osmialowski.

**Guests:** Bani Bordoloi, Dan Arnold, Ann Voorheis-Sargent and Leanne Devreugd,

**Approval of Minutes:** August minutes approved.

**Treasurer's Report:** No change.

**Presidents / UHR Monthly Meeting Report**

- Compensation Committee:
  - Compensation committee may be made active with HR. If so, AP Association would prefer to have a representative on the committee.
  
- Performance Management Update
  - Instruction videos on current system are upcoming.
  - New system to be launched for 2019-2020 cycle.
  
- Training and Development
  - UHR will be conducting a survey to determine possible professional development workshop interest areas.
    - Workshops should be launched in March 2019.
  
- Workforce Alternative Schedule Task Force
  - Survey results discussed at meeting with UHR to review barriers as well as suggested strategies to move forward.
  - Task Force will present current findings to Dr. Pescovitz within the next few months.

**Old Business**

- AP Award structure
  - Based on feedback informally received from various AP's across campus, the E-board voted to keep the award at \$1,000 and the the same number of awards will be awarded each year.

- AP Association manual review
  - Committee is currently reviewing manual and progressing as possible.

## **New Business**

### Committees/Work Team Assignments -

- Based on survey, E board was placed into Work Teams
- AP Manual Review Work Team
  - Anthony, Maria, Don, Patrycja, Stephanie, Andrea
- Compensation Review Work Team
  - Tricia, Jean, Nancy, April, Bani
- Quarterly Communications/Education Session Planning
  - Leanne, Nancy, Stephanie
- Flexible/Alternative Work Arrangement Work Team
  - Ann, Kristin, Kelly, Marie, Maria
- All AP Meeting Work Team

## **GOALS**

- Review and make recommendations for edit or revisions to the AP Manual.
- Review alternative/flexible scheduling benchmarking and taskforce goals and make recommendations for models and implementation as needed.
- Review OU's compensation and salary administration guidelines and suggest any edits or changes.
- Schedule at least 3 Educational sessions in conjunction with AP Association meetings. Compose a minimum of 3 communications to better communicate key initiatives to all APs.

## **AP Assembly Updates**

- **Goals for 2018-2019**
  - Better branding of the AP Assembly
  - Diversity: support the campus goals of diversity as APs
  - Recognition of AP
  - AP Awards

## **Adjournment**

- Next Meeting: All AP Meeting, October 17, 2018 from 11:30am - 1pm in Lake Erie of the OC



