

P Association Executive Committee
Meeting Notes
April 22, 2020
Virtual via Google Meet

Attendance: April Thomas-Powell, Maria Ebner-Smith, Marie VanBuskirk, Deb Cash, Anthony Gallina, Andrea Mill, Don Ritenburgh, John Cebelak, Kristin Rohrbeck, Jean Szura and Nancy Osmialowski.

Guests: Adam McChesney, Pat Cassidy, Julie Chapie, Ann Voorheis, Dan Arnold, Sarah Mullin, Katherine McMullen and Melanie Chamberlain.

Approval of Minutes- - February 2020 minutes approved.

Treasurer's Report - No change.

- OU account: \$3,183 and OU Credit Union account: \$3,256

Presidents / UHR Monthly Meeting Report

- AP Manual
 - Still with the Legal department to review.
- UHR updates
 - AP Association is having weekly meetings with UHR to keep updated and represent AP's during this time.
 - At this time, Performance Management reviews have been suspended unless an employee was marked "Needs Improvement".
- Performance Management
 - The purchase of Cornerstone was approved.
 - Main components of Cornerstone
 - Professional Development
 - Performance Management
 - Faculty Hiring Component

AP check in. What are you hearing?

Questions on: 1) Potential hiring freeze or pay cuts 2) Will AP's still receive a 2% pay increase even if the Performance Management process is suspended? 3) Are insurance premiums still increasing? 4) Pay/reduction in hours for specific types of positions if remote working continues? 5) If benefits need to be cut, what can/will be cut? Furlough option? Should a vote occur within AP's to help determine any potential cuts? 6) What is the money amount behind the 2% increase and if AP's don't take the 2% increase, will that make a difference? Can AP's not take a 2% and can that count toward AP's helping out? 7) Will Covid pay continue? If not, will vacation days/time allotted be used and what will that look like?

All AP Meeting

- Scheduled for June 10, 2020
 - Room reserved but planning to make a virtual option.
 - Potential topics: FWA, mention updated Salary Guidelines, Review AP Manual, Employee Recognition, ect

Old Business

- Employee Recognition Awards - deadline is May 8, 2020.
 - Nominate others on campus or self-nominate.

Assembly Updates

- Next AP Assembly Meeting: Thursday, May 14, 2020 | 9 - 10 a.m.online.

Work Team Updates

- **Community Service**
 - Work team includes Marie Ebner-Smith, Andrea Mill, John Cebelak
 - No updates discussed at the meeting.
- **Work Life Balance**
 - Work team includes Don Ritenburgh, Marie VanBuskirk, Maria Ebner-Smith
 - No updates discussed at the meeting.
- **Performance Management**
 - Work Team includes Anthony Gallina, Kristin Rohrbeck, Deb Cash
 - No updates discussed at the meeting.
- **Education**
 - Work Team includes Nancy Osmialowski/Everyone
 - Upcoming co-sponsored event between AP Association, AP Assembly and UHR on April 30 at 10 a.m. ““Navigating the New Normal: Remote Work and How It Works””.

New Business

- AP Elections:
 - Over 200 AP’s across campus participated in the AP Association/Assembly election process - thank you to those who voted! Below are the results:
Pres. Elect -Marie VanBuskirk
Secretary - Nancy Osmialowski.
Rep S-X Stephanie Lee
Rep J-R Adam McChesney and Pat Cassidy,

GOALS

- **2018-2019 Goals**

- Education - Host sessions focused on benefits, compensation, and other policies.
- Community Service - Provide recommendations on how to encourage APs to participate in service to the community on campus and in the broader community.
- Compensation - Continue to recommend changes to compensation guidelines.
- Well-Being/Work Life Blend - continue to advise UHR and president on how to make OU *the* University of Choice

Upcoming PD

- Upcoming co-sponsored event between AP Association, AP Assembly and UHR session on April 30 at 10 a.m. ““Navigating the New Normal: Remote Work and How It Works””.