

AP ASSOCIATION
EXECUTIVE COMMITTEE
AGENDA

Thursday, September 10, 2015

8:45am-10:15am

O'Dowd Hall—101B—Office of the Registrar Conference Room

Present: Tricia Westergaard, Joshua Stotts, Sara Webb, Wayne Thibodeau, Steve Shablin, Anthony Gallina, Chris Goeth, Cindy Hermsen, Zachary Wincek, Jennifer Janes

Not Present: Rebecca Lewis, Kai-Lynn Rim, Marie Vanbuskirk

- Call to Order (8:47 am)
- Roll Call and Introduction of Guests
- Approval of Minutes (Approved)
- Treasurers Report
 - No change since last meeting
 - Approximately \$6,450 in accounts
- Presidents / UHR Monthly Meeting Report
 - No meeting since AP manual distribution to AP's
 - Sibson Study-Compensation Committee
 - Notification letters have been created and should be sent out the week of September 20th to employees
 - Website with frequently asked questions has been created
 - Need to be transparent as possible with the Sibson study process
 - Decisions were made based on FY16 pay bands
 - An appeal process will need to be created
 - This process will not be completed by the time employees receive their letters
 - Managers will receive a big picture look regarding the staff that is impacted
 - Will the actual study be available?
 - Should the AP Association host a special AP/UHR Sibson Study meeting?
 - Yes, will bring idea to UHR
 - Needs to be a structured meeting
 - Hoping there can also be some information regarding future plans for the Sibson Study results
 - The UHR performance review process is being looked at
 - What is the purpose of performance review?
 - Currently it is tied to merit raises
 - Are employees being reviewed on duties or goals that have been set?
 - Should HR host a training session?
 - AP Manual has been distributed and memo has gone out

- Agenda items for next UHR meeting
 - Sibson study appeal process
 - AP overtime eligibility
 - Sibson forums
 - FY16 pay bands
 - Future of health care vendors
- Old Business
- New Business
 - Positions open for the 2016-2017 academic year
 - President-elect
 - Secretary
 - Representative Bands J-R
 - Representative Bands S-X
 - Member at Large
 - Did Sibson study include the Medical School?
 - Need to look into this more
- Committee Updates
 - Communication
 - E-Space created
 - Should we send out a welcome to AP's to set the tone for the new year?
 - Yes, Steve will draft a letter
 - Planning
 - Marie Vanbuskirk, Sara Webb, Zachary Wincek, Wayne Thibodeau
 - Nominating
 - Chris Goeth is recruiting members
 - Communication needed with AP Assembly to plan a timeline
 - Last year:
 - Nominations ended April 2
 - Elections were April 6-24
 - Policy Review
 - Will be removing this committee
- Comments from Members & Guest
- Next Meeting-Monday, October 5, 2015—1:15-2:45pm
- Adjournment (10:14 am)