

**AP Association Meeting Minutes  
December 20, 2017**

In attendance: Tricia Westergaard, Stephanie Willis (AP Assembly), Marie VanBuskirk, Greg Jordan, Patrycja Comello, Sara Webb, April Thomas-Powell, Kelly Gianetto, Kelly Brault, Anthony Gallina, Maria Ebner-Smith, Don Ritenburgh, Josh Stotts, Stephanie Lee

Not present:

Call to order/introductions

Approval of minutes

October 18, 2017- approved

No minutes for November 2017 meeting

Replace Secretary Position

Voted to nominate Nancy Osmialowski to finish 2017 - 2018 term - approved

Treasurer's Report-

No change. \$3255.78 in OU account, \$3,182.94 in OU credit Union account.

Presidents / UHR Monthly Meeting Report

Recommendations from Sibson should be to cabinet on January 22nd. Will not necessarily hear all/raw recommendations that will be given to cabinet. Concern was clearly expressed that AP Association wants to be a partner in this with Sibson.

Asked about feedback from UHR - why are comp guidelines not on website? Seems that there have been policies created, but not yet posted publicly. Will we bring back compensation committee? - yes. Looking at putting forward a potential member list. Want to try to make sure divisions are represented, representation across variety of pay bands, etc.

This topic coincides with New Business: In WERG and many other groups (BERG, WYSE, ACE, etc), talking about work/life balance. How does AP Association bring in their input and discussion and address concerns for all APs? AHR has a work/life satisfaction program (link in agenda). Recommending small group of AP Association form to tackle a similar document of AP rights, benefits, etc. Talked to UHR about documentation and policies for flexible work (ie four ten hour days, work from home, etc). There are documents for these, but they are not publicly posted - want to work with UHR to talk about possibly posting. AP Assembly sent question to OU President to discuss her ideas as well. Consider trying to work with UHR and create a philosophy of flexibility (including work from home) as a fully documented policy could end up being more restrictive. Would be great if we could have a document to post on our website and hand out as a part of onboarding.

Internal postings for AP positions - still posted publicly and external applicants do apply. Suggesting we put these behind a login and notify all APs that an internal position is posted. May be unfair to internal applicants as might make process more difficult. Internal AP positions are open to ALL OU employees. However, internal for other employee groups are prioritized by employment group (ie, CT position prioritized to other CTs). Need to understand how this could impact hiring processes (ie length of hiring process). Will write a proposal and submit to UHR. AP consideration for succession planning and AP group prioritization.

### Old Business- none

Status on all AP meeting - cannot schedule during February break. Holding for January/February timeline for Sibson rollouts. If necessary, will try to move a meeting forward. If not, will wait until May, though we can have multiple meetings if necessary.

Goals check in - scanning still on to-do list. Been successful in monthly AP Association/Assembly newsletter (this upcoming message will include an explanation of the difference between the Sibson compensation study a few years ago and the current ongoing Sibson performance management study). Compensation philosophy and performance review documentation in plans to begin shortly.

### New Business-

#### Questions Asked by AP-

#### Committee Updates

#### AP Assembly Updates

Committee submitted for a fall grand idea, winner was selected and will be announced to OU President.

#### Take-away: Communicating to Aps

Next Meeting: Wednesday, January 17, 2018 from 11:30 a.m.-1 p.m. (125 OC)

Meeting was adjourned at 12:56.