

**AP Association
Executive Committee Agenda
November 22, 2022
Virtual via Zoom & In-Person**

Attendance: Becky Lewis, Kelly Dorner, Marie VanBuskirk, Jenny Lee, Melanie Chamberlain, Denica Holzworth, Jessie Hurse, Carrie Gilchrist

Guests: Ann Voorheis-Sargent, Adam McChesney

Welcome

Approval of Minutes- Jessie Hurse, Kelly Brault

Treasurer's Report - OU account has \$3235.78, OUCU account has \$3182.94

President Report

Meeting with Joi:

- Revision of the AP Manual: page number and date edits, rewrote worker's compensation to mirror what is in CT agreement, part-time benefits contribution changes (65/35 split for contributions to benefits package)
- Revised manual will go to the Board of Trustees meeting for approval

Points system to qualify:

- More information to still come, especially for training
- Based on the honor system

On Monday, November 28, Marie and Becky meet with Josh and Joi to discuss:

- Work culture and a healthy campus
- What has been going on in the last 12 years
- How to rejuvenate and come up with solutions

The AP Association website has migrated to the ERN space.

Old Business

Training session with HR:

- 102 people logged into the first session
- Lively discussion with questions
- Becky is meeting with Jenny to incorporate more training on well-being and make it more of a part of supervisor training and development
- Session was recorded and the link is in Cornerstone under the feature with the title AP Training with HR
- Form created to submit suggestions for training topics and link and will be included in the

communication

Ultimate Fringe:

- Group met to discuss the new date of September 28, 2023
- Becky confirming the date with Red Ox
- Anthony finding a potential sponsor
- Kelly Brault working on financials with raffles and a silent auction
- Marketing initiative: video and print in the spring and into the summer, which includes telling the story of AP Association
- Help needed for decorations, silent auction items, etc.

New Business

Replacement of AP Reps in bands J-R:

- Two people needed to replace AP Reps Anatomy Tomzyc and Denica Holzworth
- Candidates who ran for positions will be contacted first, and will then open for those interested in the positions
- Goal is to replace candidates by the end of December
- Re-elections in the spring

Discussion Items

Work Team Updates

- **Education & Outreach** *Need people for this work team*
- **Compensation** 1. Adam McChesney 2. Becky Lewis 3. *Need one more person*
- **Diversity/Inclusion** 1. Stephanie Lee 2. Jessie Hurse 3. Marie VanBuskirk

Work Teams looking for people to join- recommendations welcome!

The DEI group met in October. Waiting for a response from the DEI council.

COMPENSATION TEAM

Continue working with UHR on improvements to transparency, processes, position review reporting and moving through the bands. Designate a team member to serve on the university-wide compensation committee.

DIVERSITY & INCLUSION

Work with UHR to investigate what data can be reviewed and shared regularly to assess gaps and recommend best practices that might further diversify APs at OU. Review the OU website, application and recruitment, retention processes to make recommendations concerning the recruitment and retention of underrepresented groups/minority employees at OU.

EDUCATION AND OUTREACH TEAM

Be a trusted source of communication and education for APs to learn more about benefits,

compensation, UHR policies, and employee resources to improve campus culture and working conditions. Tasks may include advising and coordinating education sessions, introduce speakers, and work with UHR to advertise sessions in Cornerstone, suggest topics for communications to members, compile surveys, schedule outreach tables (Benefits and Wellness Fair), assist with outreach regarding elections, and assist with the planning and advertising of the ALL AP meeting.

AP Assembly Updates- Nic Bongers, AP Assembly President

There are no updates at this time.

Upcoming Notable Dates:

- Next AP Association Meeting, TUESDAY, December 13, 11:30 a.m. OC Lake Erie Room
 - THIS IS A CHANGE OF DATE!