



Meeting Agenda

Call to Order – Thursday, February 8, 2024

- Time: 9:01AM
- [Land Acknowledgement](#)
- Approval of [January Minutes](#)
 - Approved by Mari Tilashalski
 - Seconded by Amy Ring Cebelak

President's Report (Cortney Heileman)

- Welcome new hires & acknowledge APs:

Transaction	FirstName	LastName	Department	Title
New Hire	Benny	Dehkan	School of Medicine	Medical Library Technology Specialist
New Hire	Rick	Marble	Office of Research Administration	Animal Research Facility Manager
New Hire	Connor	McBride	Golf Courses	Assistant Golf Course Superintendent
New Hire	Ainsley	O'Neil	Golf Courses	Assistant Golf Shop Manager
New Hire	Jack	Prince	Golf Courses	Assistant Golf Course Superintendent
New Hire	Adrienne	Spitzer	Honors College	Senior Honors Counselor
New Hire	Tonia	Wernette	Strategic Programs	Paralegal Program Director
Promotion	Charlie	Radcliffe	UTS Help Desk and Desktop Services	SECS IT Manager
Reclassification	Dennis	Bolton	UTS Security	Senior Director of IT Security & Chief Information Security Office (CISO)
Reclassification	Eric	Herppich	Human Resources	AVP for Human Resources
Reclassification	Julie	Urbano	Budget & Financial Planning	Lead Analyst/Manager Special Projects
Retirement	Janet	Schofding	Office of Research Admin	Animal Research Facility Manager

- AP Awards
 - Nomination forms & timeline information coming soon!
 - Looking for 2 more AP's to join a small committee to review awards
 - If you are interested, please email apassembly@oakland.edu
 - Awards include: (all award information is listed on the ERN)
 - New Professional AP Award
 - Rising AP Award
 - Outstanding AP of the Year Award
- AP Assembly Elections
 - Timeline: (exact dates will be shared in the coming months)
 - May - nomination forms are provided to AP's & voting takes place
 - June - declaration of election results
 - July - positions begin
 - Open Positions: (consider running for a position & getting involved)
 - President-Elect
 - Begins July 1, 2024 and serves a three year term
 - Member-at-Large: Community Engagement position
 - Begins July 1, 2024 and serves a two year term
 - Looking for 4 more AP's to join a small committee to assist with the election process
 - If you are interested, please email apassembly@oakland.edu

President-elect Report (Mathew Holtz)

- AP welcome email and lunch program is ongoing
- AP Connections. If you would like to be involved please email me at mholtz@oakland.edu.
Going to start matching up with people this month. This is not a mentor/mentee relationship.
This is less formal and designed to just foster relationships with other APs
- AP Assembly Elections and AP Awards. You don't need to be here long to get involved.

Past President's Report (Nic Bongers)

- **2024 Lunchtime OU Faculty & Staff Talent Show Series**

MONTHLY LUNCHTIME SERIES

**WEDNESDAY
FEBRUARY 28
Noon-1PM**



Chad Bousley, e-LIS Instructional Designer
Solo acoustic guitar medley performance

**Anthony Gallina Director of Corporate Relations
& Adam Panchenko Assistant Director of Grad Student Services**
Detroit Soul Men, a Tribute to the Blues Brothers

Andreea Bordeianu - CAS Advising, Academic Adviser
Romanian Folk Song and Romanian Hora dance

- Noon-1pm on the last Wednesdays of winter semester months in the OC's Habitat
 - Attendees: Events on AP calendar
 - March and April slots are still open – Google form [signup sheet](#)
 - Please sign up ASAP if you are interested
 - If all slots fill and there's backlog, will skip summer and run again in September (monthly)
- Ways to recognize APs
 - [AP Shout Out](#)
 - GrEAT Recognition (offered through CARROT)
 - More information is available here: [Community Service Recognition](#)

Treasurer's Report (AnneMarie Nguyen)

- No updates at this time

Secretary's Report (Cissie Patterson)

- Be sure to submit info for the Newsletter [via our Google form](#). We prefer info a month in advance, if possible.
- [Submit an update](#) via this link on other committee or organization news that may be relevant to APs.
- Interested in joining an AP Assembly subcommittee? [Fill out this form](#) and a board member will contact you with more details.
- If you don't receive calendar invites about AP events, be sure to request access to the calendar by [filling out this form](#).
- If you have any comments or questions, please email us at apassembly@oakland.edu.

AP Association Report (Kelly Dorner)

Important updates from [AP Association](#) President:

- February 16th - 12-1 Ask the AP Association Lunch - Vandenberg

- March 8th- 12-1 Ask the AP Association Lunch - Hillcrest

AP Assembly Subcommittee Reports

Community Engagement Subcommittee (Amy Ring Cebelak) (This group organizes and hosts various AP events)

- Upcoming Events
 - Faculty and Staff Talent Show
 - Location: Habitat
 - Time: Rolling Series during Lunch, 12-1
 - Kevin Beers and Nic Bongers for sub-committee
 - Meadow Brook Hall Tours
 - Wednesday, 2/14, 11am-Noon
 - We have 21 people signed up, which means we have 4 more open spots
 - Final day to [sign up](#) = 2/13
 - Sign up info in the calendar invite
 - I'll be sending final details to everyone who registered this week
 - Mocktail Mixer
 - Monday, 3/4, 11:30am-1pm
 - Gold Room C
 - Beginning to brainstorm a Bring your Kids to Work Day for sometime in the summer ... more details to come!
 - Doing some initial summer planning
 - AP Night at Carillon Tower
 - Walk to Coolyo
 - Lunch somewhere in local community
 - Tree Runner
 - If you are interested in joining this committee, please reach out to Amy Ring Cebelak at arring@oakland.edu

Professional Development Subcommittee (Beth Feiten, Cortney Heileman) (This group organizes and hosts various PD events for AP's to benefit from)

- Upcoming AP Assembly PD Events:
 - *February 22, 2024 | 12-1pm* | OC Ambassador A&B: "Building Your Own Network for Success" panel discussion
 - Meaghan Cole
 - Anthony Gallina
 - Glenn McIntosh
 - Wayne Thibodeau
 - Marie VanBuskirk
 - *March 2024 | 12-1pm* | [Zoom](#): "Understanding Your Tuition Benefit"

- If you are interested in joining our Professional Development Committee, please reach out to Beth Feiten at bafeiten@oakland.edu.
- Continuing:
 - Anti-Racism Discussion Group
 - All upcoming groups will be shared through the AP Assembly Newsletter
 - If interested in joining the planning group, please reach out to antiracism@oakland.edu

Senate Committee Updates from AP Representatives

APs serve on a variety of committees of senate committees across campus. Voice of the AP collects updates from all of them to report back to AP Assembly:

- Academic Student Success Committee - Caitlin Thayer
- ASH - Academic Standards and Honors Committee - Jackie Keith
- Budget Review Committee - Dan Arnold
- CDEC - Campus Development & Environment Committee - Nic Bongers, Christopher Gregory, Laura Culbert, Maria Ebner-Smith, Matthew Holtz
- DEI Counsel - Matthew Holtz- This month's meeting was canceled.
 - They have developed a Course for Use of Pronouns for inclusion
- Faculty DEI Committee - **Open Seat**
 - If interested in being the AP Representative for this committee, please contact apassembly@oakland.edu
- General Education Committee - Zach Barclay
- Intercollegiate Athletics Committee - Dan Arnold & Matt Prentice
- Planning Review Committee - Tricia Westergaard
- Student Academic Support Committee - Dan Arnold
- Teaching and Learning Committee - Julie Dermidoff & Kate Huttenlocher

Employee Resource Group (ERG)

- All updates can be found in the AP Assembly Monthly Newsletter.

AP Recognition Committee (Cortney Heileman, President)

- Thank you to everyone who attended the January 25th Employee Appreciation Dinner & Basketball game!
- Looking to provide more social events for employees to enjoy moving forward

OU [Senate](#) Report (Mari Tilashalski and Dan Arnold, AP Senators)

- Initiative to no longer require calculus for business majors
 - Only other 2 schools in the state require it
 - Losing students because of it
 - Reducing minimum credit count to 120
- Affordable Course Materials Initiative
 - Increase access to more affordable course materials
 - Let students know the best materials
 - Research into cost tolerance threshold
 - Students consider “low cost” to be \$50 or less
 - Ebook purchasing program for nontraditional textbooks
 - Working on noting it on Banner
 - Offering stipends to course conversion stipends
 - Looking to expand the program and educating professors on this option
 - Link to initiative: <https://oakland.libguides.com/ACMI>
 - Contact Julia Rodriguez for details
- General Education Committee - Catalog Update for Language and Culture Waiver for International Students- no presentation (Julia Rodriguez)
 - It is currently practice to waive the requirement for international students when there is a TOEFL, MELAB, or IELTS score, or ESL courses, but this is not published. Advisers have requested adding the Duolingo score to the waiver practice, which the committee approves. Updating the catalog with all of these conditions will make the existing practice transparent.

Share Other Events

(Open discussion) Share your upcoming Event! Share your events that other APs can attend or help spread the word!

- Priority Health Points (Virgin Pulse App) – need to get those points (10k)
- [Black & Gold Giving Day](#) – March 6, 2024 / a 24 hour event
- Employee Recreation Tours every month for employees! Register through RecWell portal at myrecwell.oakland.edu
- [Gratitude Grams](#) through OU Rec Well – show your appreciation for your colleagues between now and February 9th
- [SECS K12 Summer camp Registration](#) Opens in February! 50% off for OU

Good & Welfare

(Open discussion) For the good of the order.

- None at this time

ADJOURNMENT

- Next Meeting is **March 14th at 9am via ZOOM only.**
- Adjourned: 9:37AM

>> THANK YOU APs FOR YOUR TIME AND DEDICATION <<