

**AP Association  
Executive Committee Meeting Minutes  
October 20, 2022  
Virtual via Zoom & In-Person**

**Attendance:** Becky Lewis, Kelly Dorner, Marie VanBusKirk, Jenny Lee, Kelly Brault

**Guests:** Kristin Rohrbeck, Carrie Gilchrist, Michelle Jankowski, Sarah Butash, Maria Ebner-Smith, Sarah Mullin, Ann Voorheis, Debra Lengyel, Danielle Nicholson

**Welcome**

**Approval of Minutes:** Kelly Dorner, Kristin Rohrbeck

**Treasurer's Report:** \$3235.78 / \$3182.94

**President Report: Becky**

Becky and Marie participated in an employee group meeting held by HR for the leadership of each employee group (Kelly was unable to attend). There were two segments to the meeting, benefit plan updates (George Lever led this section) and budget updates (Jim Hargett led this section).

Updates on benefits included:

- Health benefits price increase for all plans
- Priority Health qualifications will be based on a point system- 10,000 points to qualify
  - All employees, including their spouse, start equal on January 1, 2023, and have until March 3 to earn 10,000 points
  - Can qualify anytime during the year
- Lookback period- can submit proof manually to count towards points
- Submit questions to Becky to inquire with Priority Health
- Virgin Pulse, a third-party, that works with Priority Health tracks the points based on an honors system
- Demonstration of the system will be provided by but not prior to January 1, 2023
- Assessment = 5,000 points
- Doctors appointment = 2,500 points

Updates on budget included nothing new:

- Jim shared that the cuts were made at 10.9% proportionally across the board

Monthly HR meeting with Joi

- No new updates

Supervisor Training

- Supervisor Training on Wednesday, November 9 from 1:00-2:00 PM
- Training via Zoom- link can be found on the AP Association website
- Meet and greet of HR leadership team

- Salary guidelines and Cornerstone updates will be provided and time for Q and A

#### Benefits and Wellness Fair

- Approximately 400 people attended
- Overall a success!

#### Old Business

#### Ultimate Fringe

#### MARIE:

- Purpose of the event was to provide more information on AP Association
- Dues were collected at the event in the past when they were required
- Silent auctions were a part of the event in the past

#### KELLY B.:

- Funds cannot be collected
- Looking more into what is allowed financially

#### BECKY:

- Subcommittee ideas:
  - Marketing
  - Logistics
  - Engagement
  - Programs
  - Silent Auction
  - Decorations
- Email if interested in joining a committee

#### New Business - None

#### Discussion Items

#### Work Team Updates - No new 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

#### 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

### **BECKY:**

- No new updates
- Still looking for candidates for two open positions

### **Upcoming Notable Dates:**

- Wednesday, November 9, 1-2 p.m. AP Training Co-Hosted with HR  
All APs welcome to attend  
Zoom Link:  
<https://oakland-edu.zoom.us/j/96141940173?pwd=K3plWU8rOW56QUg1eGtJUWk4T2RvZz09#success>
- Next AP Association Meeting, TUESDAY, November 22, 11:30 a.m. OC Lake Erie Room
- CHANGE OF DATE: December Meeting- December, 13, 11:30 a.m. OC Lake Erie Room