

AP ASSOCIATION
EXECUTIVE COMMITTEE
Minutes
Friday, March 13, 2015
12:00 p.m. - 1:30 p.m.
Rm 125 - Oakland Center

Present: Sally Daniel, Kai-Lynn Rim, Denise McConkey, Steve Shablin, Steve Meyer, Jennifer Janes, Zachary Wincek, Sara Webb, Chris Goeth, Anthony Gallina, Wayne Thibodeau, Kathryn Walters

- Call to Order (12:09 pm)
- Roll Call and Introduction of Guests
- Approval of Minutes (Approved)
- Treasurers Report
 - Annual report handed out
- Presidents / UHR Monthly Meeting Report
 - The Cooley Law School benefit is no longer available to OU staff members due to the partnership ending.
 - HR will be present at the annual meeting
 - The campus should be receiving an update via email regarding the Sibson study
 - Conflict of interest policy training is now available on the UHR website
 - HR is interested in bringing customer service and higher level training to campus.
 - The higher level training may look for like an 8-9 month course
- Old Business
 - Annual Meeting Discussion
 - On March 31, 2015 12-1:30 p.m. in Gold Rooms A-C
 - The AP Assembly is still trying to get the food approved should know very soon. If the Assembly is unable to provide the food, the Association will take their food quote and pay for it out of the budget for this year.
 - An agenda for the meeting and powerpoint were provided for review
 - Should the changes to the by-laws be voted on during the annual meeting or through the election ballot?
 - Election ballot
 - A summary of changes and entire document would be provided during the vote
 - AP Assembly sends out all voting and election information
 - Steve Meyer will present AP Manual portion of the event
 - Proposed Changes to By-laws (final comments)
 - Kai-Lynn will make changes
 - Article XII

- We do not have a tax ID. Follow up with bank and/or accounting to see if this is an issue and if the Association should also be paying federal taxes
 - If AP Association is dissolved, the funds would be given to the AP Bonus Award fund through the AP Assembly
 - New Business
 - AP Manual Edits Review
 - Pg. 2-AP Association paragraph is outdated, need to remove sentence about dues.
 - Pg. 13, 7a.-monitored by employee manager
 - What should the manager be looking for? What are the expectations of the manager?
 - Absence management guidelines
 - How are managers/employees communication with?
 - Managers decide how they will monitor issues
 - University wide guideline
 - The AP manual rules are being enforced even though the new guidelines have not been communicated
 - The AP association feels more time is needed for review
 - Would like to bring a UHR representative to a meeting
 - Changes need to be communicated differently
 - Committee Updates
 - Communication
 - Planning
 - Nominating
 - Policy Review
 - Comments from Members & Guest
 - Next Meeting
 - Noon - 1:30 p.m.
 - April 3, 2015
 - Rm 125, Oakland Center
- Adjournment (1:45 pm)