

**Auburn University  
Administrative and Professional Assembly  
A & P Assembly Meeting**

Wednesday November 18, 2009  
3:00 p.m.  
Student Union 2222 and 2223

**I. Call to Order: 3:06 pm**

**Roll Call**

*Present:* Christopher O'Gwynn, Susan Canaan, Victoria Tate, Patrick Rose for Lisa Brantly, Seth Humphrey, David Benjamin, Jamie Mantooth, Wiebke Kuhn, Regina Williams, John Owen, April Staton, David Hennessey, Marcalyn Price, Phillip Coxwell, Tammy Hollis, Elizabeth Bowersock, Todd Storey, Mark Dutton for John Folmar, Othello Dalton for Shirley Scott Harris, Katie Lee for Kathy Harmon, Todd Storey.

*Absent:* Jane Hoehaver, Bryan Elmore

*Estimated attendance in audience:* ~ 32

**II. Guest Speakers:**

- a. **University Ombudsman Program Update- Dr. Jim Wohl:** Dr. Wohl gave the assembly an update on his annual report. The Ombudsman office is a two year pilot program with an expiration on September 28, 2010. The annual report compares our Ombuds office to other offices across the nation. This office uses independent and neutral resources, and follows the Code of Ethics and Practices of the National Ombudsman Association. There are 200 Ombuds offices at colleges and universities. This is a 35% increase since 2004. There are only 3 Ombuds offices in the SEC which are Auburn, LSU and Tennessee. LSU and Auburn are the only schools that focus on employees. There is an estimated total of 5,010 employees at Auburn University excluding temporary employees. 125 or 2.5% of total employees visited the Ombuds office this year. 43.2% of those were faculty, 24% were staff, 27.2% were A&P employees, and 5.6% were others. Women are more likely to use the Ombuds office. Most visitors, 72%, came for individual consultation or problem solving. There were 891 issues raised by 125 employees. That is 7.1 issues per visitor. The highest issue was evaluative relationship, and lowest issue is safety is health and physical environment.
- b. **Payroll and Employee Benefits- Ronnie Herring:** There will be a 4.5% increase in our insurance premiums. This will require the university to come up with 1.1 million dollars for these increases. The pharmacy changes will see a change in the adjustment of medical co-pay tier. Generic drugs will be \$10.00, preferred drugs will be \$30.00, non-preferred drugs will be \$60.00, and premium drugs will be \$100.00. There will be a mandatory generic medication utilization policy. If a doctor writes a prescription and gives a choice of a brand name drug or generic drug and the employee selects the brand drug, the employee will pay the difference. An audience member asked if local doctors are being educated on these changes. There is a list of these changes on the Payroll and Employee Benefits web page, and Employee Benefits office is also in the process of contact local doctors. An employee can make an appointment with a pharmacist to go over the list of medications. Mr. Herring encourages all employees to use the Tiger Meds program because the university owns the pharmacy and can order the drugs through contacts and receive state discounts. The AU Pharmacy fills about 500 prescriptions a day. The Blue Cross and Blue Shield web site has a list of the 2<sup>nd</sup> tier and 3<sup>rd</sup> tier drugs. An employee must transfer all medications to the AU Pharmacy to receive the discount. If a family member has an emergency after hours, the employee can go to another local

pharmacy to get a medication filled. The Tiger Meds program waives co-pays, offers free delivery on campus and free medical consultations on prescription medication. If you have changes for your dental plan, you can contact the Payroll and Employee Benefits offices, and they will fax a form. All changes in employee benefits were due no later than November 30<sup>th</sup>.

### **III. Approval of Minutes- approved.**

**IV. Comments from the Chair-** April Staton reminded the representatives that Nominations and Elections will send out a call for officer nominations soon. The positions that will be voted on in February include Chair Elect- this is a three term for Chair Elect, Chair and Past Chair, and then the one year terms are Secretary and three At Large Executive Committee members. Please consider service in one of these roles. Feel free to contact anyone on the Executive Committee for more information. Then the next month we will have elections for the places that will have terms expiring. These include Place 1, Place 5, Place 6, Place 7, Place 9 and Place 16. All candidates will take office April 1<sup>st</sup>. Again, more details to follow soon from nominations and elections. April thanks the ad hoc committee members for constitutional revision for their hard work on preparing the information we discussed today. Those members include Seth Humphrey, Dorothy Cordell, Maria Folmar, Harriette Huggins and Tony Ventimiglia. Base on the survey data collected, it appears that a few changes could be implemented that could prompt more attendance at our A&P meetings.. The main reasons people listed for not attending are categorized as follows:

- a. Not having enough time in the work day.
- b. Not having enough notice of meeting date and time.
- c. Meeting times/locations that are not convenient.
- d. Speakers or topics that did not directly affect employees.
- e. Not knowing enough about the Assembly or shared governance process.

The assembly will work on communication with the A&P employees better with regard to meeting dates and times of meetings, getting minutes and agendas posted online sooner, providing topics that directly impact our employee group. April will work with the Executive Committee in the coming months to make some changes that will hopefully get our employee group more interested in the Assembly.

**V.Executive Committee Update- Chair Elect, David Hennesey:** The Executive Committee has been brainstorming about possible speakers and topics for the AP meetings. Our goal is to have better attendance in our A&P Assembly meeting, and to improve communication with our constituents.

### **VI. Old Business**

- a. **Ad Hoc Committee on Constitutional Chage- Seth Humphrey, Committee Chair:**  
Seth thanks all of the ad hoc committee members, and recognized them as well. From October 30-November 9, the committee conducted a survey, and they received 223 responses. Seth gave a brief summary of the information that was gathered.

### **VII. New Business- none**

**VIII. Next Meeting-** Our next meeting is February 3, 2010. The meeting time and meeting place is to be determined. The assembly will send that information to all A&P employees as soon as it is set.

**IX. Open Forum: none**

**X. Adjourn:** 4:16 pm.