



## **Administrative and Professional Assembly Meeting**

October 17, 2012

3 p.m.

Langdon Hall Auditorium

### **MINUTES**

**I. Call to Order – 3:02 pm**

**II. Roll Call**

Present: David Benjamin, Susan Canaan, Phillip Coxwell, Bryan Elmore, Deb Enebak, Jane Hoehaver Farr, Shannon Bryant-Hankes, Kathy Harmon, Tammy Hollis, Chuck Hunt, Seth Humphrey, Timothy Jones, Wiebke Kuhn, Janet McCoy, Cathy Pate, Marcalyn Price, Denise Smith and Vic Walker.

Absent: Elizabeth Bowersock, Courtney Gage, Ashley Hamberlin, Robert Kulick, Lisa Martin and Meaghan Weir.

**III. Approval of Minutes – September 12, 2012 approved**

**IV. Guest Speakers**

**Dr. John Mason, United Way Campaign**

Dr. Mason encouraged University employees to contribute to the United Way campaign as one way to show the University's support for the community. United Way offers variety of organizations to support.

**Chance Corbett, Active Shooter Course overview**

Corbett gave a video overview and of the AU Active Shooter course offered through AU's Human Resources. It provides important knowledge on what to do/how to prepare for a crisis situation. Corbett said for large groups, the training can be offered for a unit or department.

**Karla McCormick, Employee Benefits**

McCormick gave an update of several employee benefit programs that will change in 2013:

- Two newly approved pieces of Legislation: One creates a new retiree tier for AU employees hired after Jan. 1, 2013; and a second which changes overtime rules for employees who have second jobs within the University system.
- AU's self-insured Blue Cross/Blue Shield program will soon go through a dependent audit. McCormick said employees will or may have already received an orange postcard with instructions. AU's insurance plan has approximately 6,200 dependents participating with an estimated 3-7% who are ineligible, which could mean a savings of up to \$1.5 million.
- McCormick said the AU insurance plan will have a 3% across the board (all tier groups) increase in 2013; other insurance changes include a tier format for the dental plan. She said employee's Open Enrollment materials would be distributed through campus mail.

- FICA will increase to 6.2%; new on W-2 forms for 2012 will be a Box 12DD for insurance reporting; and paydays will change to be the last workday of each month.
- A 2012 Benefits Fair has been scheduled for Nov. 13 and 14, 2012 in the OIT building for all employees.

McCormick also said she will be creating a Tuition Benefit Committee soon to look at possible changes to AU's employee tuition waiver program to encourage more employees to take advantage of the program.

**V. Comments from the Chair**

Chuck Hunt attended the Central Classroom open forum and discussed the three options: Parker/Allison; off Magnolia near the L-Building; and in front of the Library. He said the overwhelming student choice is near Parker/Allison buildings and he encouraged A&P employees to make their voices heard about the new facility.

Hunt reminded employees October is Cyber Security Awareness month and pay attention to the information OIT is disseminating.

**VI. Executive Committee Report**

Chair-Elect Bryan Elmore reported the Executive Committee met Oct. 10, 2012 to confirm agenda for the Oct. 17 board meeting; that future A&P Assembly meetings – Dec. 5; Feb. 3, 2013 and May 3, 2013 – will be held in 258 Foy.

**VII. Old Business**

Chuck Hunt encouraged employees to be involved in the Ad Hoc committee AU will create to look at changes to improve/increase participation in the employee tuition waiver program. Hunt will provide information as it becomes available.

**VIII. New Business**

Hunt said AU's Committee on Intercollegiate Athletics, of which he is a member as A&P chair, is considering making changes to the point system for employees purchasing athletic tickets at a discount. A study of other SEC schools, and beyond, showed that AU Athletics provides among the best programs for employees, offering tickets at half price with no donation required. The system currently for employees, hired prior to 2006, is a point system calculated by rank/grade, years of service and years of ticket purchasing. Employees hired after 2006 receive points based solely on ticket purchase.

The recommendation from the committee is to provide two points per ticket (four points if two tickets are purchased) for every year an employee purchases tickets. The rationale is that employees who purchase tickets will be rewarded with better seats. After some questions for clarification, no one spoke against the plan.

**IX. Open Forum** – There were no questions from the audience.

**X. Next Meeting** – December 5, 2012, 258 Foy.

**XI. Adjourn** – 4:35 p.m.