



Administrative & Professional Assembly Meeting

May 22, 2013 @ 3pm

Foy Auditorium 258

Minutes

I. Call to Order –3:00 p.m.

Roll Call

Present: David Benjamin, Elizabeth Bowersock, Bryan Elmore, Deb Enebak, Courtney Gage, Ashley Hamberlin, Shannon Bryant-Hankes, Kathy Harmon, Tammy Hollis, Chuck Hunt, Seth Humphrey, Timothy Jones, Wiebke Kuhn, Lisa Martin, Janet McCoy, Cathy Pate, Marcalyn Price, Vic Walker and Meaghan Weir

Absent: Susan Canaan, Courtney Gage, Lisa Martin, Phillip Coxwell, Robert Kulick, Jane Farr and Denise Smith

II. Approval of Minutes – April 3, 2013, approved

III. Guest Speakers

Marcie Smith – Budget

Associate Vice President for Business and Finance Marcie Smith gave an update on the 2013 budget for Auburn University, saying the budget has decreased \$98 million since 2009. With limited investment income (about at 1%), the cost pressures to the budget are the Teachers Retirement System (which increased 16%); health insurance; and salary and wage improvements (a 1% increase would amount to \$2.9 million).

Rich McGlynn – Athletics

McGlynn gave an update and handout on Eligibility Requirement for student athletes and an overview of the work by his office. At Auburn, there are 588 student athletes, and Athletics academic employees work hard to move student athletes toward progression of graduation.

Linda Maxwell-Evans– AU Human Resources

Maxwell-Evans gave an overview of the FMLA law and how it can assist Auburn University employees. She said it is mandatory program and will protect an employee's job status if they are out of work longer than 12 weeks during a 12-month period of time. She explained it as: sick leave pays you, FMLA protects your job. She encouraged employees to contact her if you have specific questions.

Eric Smith – Smoke Free Update

Smith said the timeline on implementing a smoke-free ban on campus had yet to be decided, saying the President's Cabinet had the information and it should be moving forward. All governance groups supported smoke free.

IV. Comments from the Chair - Chuck Hunt

Hunt reported that changes in employee's Football Ticket seating will be put off for one year; the Faculty/Staff Fundraising Campaign is at 53% giving; a Brown Back Lunch and Learn on employees

interested in obtaining graduate degrees is scheduled for July 9 in 1203 Haley Center; a search is ongoing for a University Ombudsperson; and parking at HRD facility on Gay is not currently available.

V. **Executive Committee Report** - Bryan Elmore

Elmore reported on the May 15 Executive Committee, saying the following items was discussed: Football Ticket priority system; update from at-large officers; a resolution for upcoming meeting; and applications for Presidential Fellowships were being reviewed and will be submitted to the President.

VI. **New Business** -

Dorothy Cordell, chair of the A&P Professional Development Committee, submitted a resolution for approval for Employee Recognition. Following discussion and modification (approved by vote), the Assembly voted to approve the resolution as modified. (See Attached).

Chuck Hunt thanked outgoing A&P Assembly members and welcomed new members. He officially turned the Assembly over to Bryan Elmore.

The meeting adjourned at 4:27 p.m.

APPROVED

Resolution for Employee Recognition

The Administrative and Professional Assembly resolves to recognize employees who have achieved one or more of the following professional goals: Graduate degree earned, Election as an officer of a regional or national organization, Professional certification received, Presented at a national or regional meeting or conference, Selected as an A&P Presidential Fellow. These persons will be recognized by request of an entry in the Auburn Daily, information will be posted on the A&P website, and twice a year they will be recognized at an A&P Assembly meeting.

The mechanics of executing this recognition are as follows:

1. Instructions for recognizing employees would be posted on the AP website, reviewed at an AP Assembly meeting, and e-mailed to all AP employees.
2. Any item subject to recognition would be forwarded to the employee's AP representative.
3. The representative would then forward the information to the designated AP Executive Committee Representative, who would be responsible for placing the items in the listed forms of recognition.

APPROVED