

## Administrative & Professional Assembly

Location: Forestry Building Room 1101

April 6, 2016 at 3 pm

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Call to Order: 3:08 pm

I. Roll Call

Present: John Heck, Josh Conradson, Mark Bransby, Steve Glennon, Frank Oprandy, Bre Aunna McKenzie, Robert Kulick, Laurie Newton, Paula Davis, Lawrence Hamberlin, Jeanie Harry, Marc Haon for Robert Holm, Tyler Adams, Vic Walker, Timothy Jones, Karen Rankin, Ashley Hamberlin  
Absent: Kirk Kreamer, Joy Vrbka, Meaghan Weir, Laurel Hendrix, Stephen Gulley, Tim Blackmon, Katie Lee

II. Approval of Minutes from February meeting  
Minutes were approved

III. Speakers

A. Dr. Jay Gogue – AU President

i. President Gogue addressed the assembly and covered the following topics:

A. Sexual assault related issues – one of the hottest topics on college campuses; “Dear Colleague” letter received by all institutions from the Dept of Education a couple of years ago, it put much more responsibility on institutions to do their own investigation when an incident is reported rather than only referring the issue to law enforcement; this step may be taken before going to the police; burden of proof is lowered from “beyond doubt” to one person’s word against another’s’ the administrative review that follows is heard by a committee; many factors that make this adjudication process tick, often the incident in question happened at night, in the absence of witnesses, may have happened many months or years (in some cases as much as 5 years) ago; often, if the results of the administrative review are not acceptable to the parties involved, a court case is pursued, where a different standard (beyond doubt) is applied and may yield a different result; if found not guilty the alleged perpetrator expects to come back to school and continue to pursue their academic career, another challenging twist; many departments and offices on campus are trying to wrestle with the details of how these types of incidents can best be handled, if you have any ideas please bring them forward.

B. Diversity and Inclusion – with the events that happened at other institutions such as Missouri, we are realizing that diversity and inclusion need more attention than they have received in the past decade or so; it has cost Missouri ~\$250,000,000 so far; Missouri has seen a decrease in their freshman class of about 1,500 students less than they anticipated; Auburn is now looking at what we can do to prevent a similar situation and improve the environment for all students; we are also looking at what we can do better and what we have not done that we should have; a report (Climate Survey) is scheduled to be available at the end of April that summarizes the feedback from ~3,000 faculty, staff and students regarding this topic, report will lay out what needs to be accomplished immediately, as well as what we should accomplish in the next year and three to five year time frames.

C. Guns on campus – AU Senate passed resolution for no guns allowed on campus.

D. Forbes list – AU voted best in state; only 3 SEC schools voted best in their state; AU also made Top 50 Public Universities list; recognized as beautiful campus by Arbor magazine.

ii. Questions:

Q. Why the drop in African Americans going from high school to college? – approximately 10k; population dropping in this group; less are graduating; makes calculating different; numbers have increased @ AU; 4% of high school graduates are African American.

Q. Has administration approved catastrophic leave bank? – faculty continue to be problem in implementing leave bank; no resolution yet; still looking at other institutions who have this.

Q. Tuition increase? – a increase in 3% range will be proposed; AU BOT will have to approve; tuition increases drive salary increases; looks like for FY17 raises will be similar to last year; permanent raise plus Dec salary supplement.

Q. Update on searches – Chancellor of AUM just hired; current searches ongoing for Dean of Agriculture, General Counsel and VP for Business and Finance.

President Gogue thanked the audience for their time and expressed his appreciation for everyone's effort.

a. Bruce Kuerten and John DeJulio – Media Production Group

1. The Media Production Group runs a TV studio on campus; operating since 1954; they are charged to produce films on commercial production; report to College of Business; education programming to selling products; revised copyright policy on camps recently; A&P and Staff can also have copyright benefits; produced dramatic film Cracker Man; designed distance education and public service announcements, ex. Click It Or Ticket public service ads; completed piece called Virtual Chicken for Poultry Science department, film highlights female reproduction tract of a chicken and allows student to learn without dissecting the chicken; produced series "26 Minutes on Financial Literature" that was purchased by Wal-Mart; produced lecture series "Intro to Organization" to teach speech communication in College of Business

Q. Do you make videos for employee training? – currently working with HR for orientation video; have to make their own \$s; range from hundred to hundred thousand \$ projects.

b. Rod Kelley – Human Resources

Rod talked about where we are with FLSA, expect final regulation changes released by the end of May; intent of law is good – fair day's pay for a fair day's work; with election year there are a lot of ups & downs, 2 tests for exemption – minimum threshold amount has been \$23,600 since 2006 and is anticipated increasing to \$50,440 which will result in a significant impact @ AU; duties test is about job not employee value; no exceptions to federal law, AU can't decide whether an employee is exempt or non-exempt; over 600 AU employees are expected to be impacted by FLSA changes. Compliance - 60 day minimum time to comply; AU HR has 3 Good to Know articles posted for supervisors; HR is a good resource site; trying to eliminate differences in employee governance groups, etc. leave accrual, parking privileges; Rod will be glad to come to school or department to discuss changes; important to know this is a federal law and it is coming and it is about jobs not employee's value.

Q. If you don't meet the threshold amount and are re-classed to non-exempt and are not allowed to work overtime who will do the extra work? – every hour worked has to be recorded; will force managers to figure out how much work there is and how to get it all done; still working on issues.

Q. Will supervisors approve overtime hours? – If employee works overtime AU will have to pay it; overtime must be pre-approved in most cases; comp time can be accrued; if employee continues to work unapproved OT that is a performance issue.

Q. Who decides on OT pay vs compensatory time off? – compensatory time is a delay in obligation to be paid at some future date; by law employees have right to OT pay and it is their decision whether or not to be paid OT or accrue compensatory time; might be situation where OT pay is beneficial; applies only to non-exempt employees.

Q. How does this affect Z-jobs? – If different job function look at job duties, unless employee makes less than threshold; still looking at this issue.

Q. If salary < threshold and job requires overnight travel can salary be adjusted? – Can OT be added to salary and change yearly salary to min. \$50,440 to meet threshold; fairness issue can come into play, AU is looking into.

Rod thanked the audience for all they do for AU.

B. Comments from the Chair

- a. Vic Walker thanked the committees for all their work this year. Vic mentioned the brown bag luncheon, mental health and hardship fund as successful efforts; Carl Stockton begins 07/01/16 as AUM Chancellor; 04/23/16 is the date of the Music in Miracles concert on campus; A day is this Saturday.

C. Executive Committee Report – Chair-Elect

- a. Tim Jones reported Ben Burmeister spoke at last executive committee meeting; senate gun control put forward; nominations & elections were discussed and also there was discussion about speakers for upcoming meetings.

D. Election of Representatives/Officers

- a. Membership quorum present so elections were held; Mary Evelyn did send out communication about elections and nominations; only 1 nomination for Secretary and membership consented to elect Mark Bransby as Secretary ; floor was open for Chair Elect nominations; 2 nominees on ballot spoke for a couple of minutes regarding their reasons for wanting to run for Chair Elect; Lawrence Hamberlin was elected for Chair Elect; Robert Kulich, Josh Conradson and Paula Davis were voted in as Members At-Large.

E. Unfinished Business – none

F. New Business – none

G. Open Forum – no response

H. Adjourned at 4:45 pm – Vic thanked Mary Evelyn for helping with elections and work on nominations committee.