



Minutes
A&P Assembly Meeting
Forestry and Wildlife Sciences Building - Room 1100
Wednesday, October 25th, 2017 at 3:00 P.M.

Call to Order: 3:03 P.M.

I. Roll Call:

Present: Lawrence Hamberlin, Robert Kulick, Timothy Jones, Mark Bransby, Amanda Malone, Brooke Patton, Joy Vrbka, Tim Blackmon, Shelly Nemeroff, Steve Glennon, Mike Stover, Bre Aunna McKenzie, Destiny Valle, Stephen Gulley, Paige Patterson, Katie Lee, Josh Conradson, Claire Wilson, Robert Holm, Tyler Adams, Angela Chandler, Jeanie Harry

Absent: Anna Thompson, Shirley Carter

II. Approval of Minutes from the May meeting

- a. Mark Bransby moved that the minutes from the September meeting be approved as written with a second from Katie Lee. The minutes were unanimously approved

III. Speakers

- a. **Kim Walker** – Womens Philanthropy Board
 - She was not able to make it.
- b. **Barrett Warren** – Co-Chair A&P Professional Development Committee
 - Barrett gave an update on the plans that the professional development committee is starting to put in place. They hope to update their course offerings of continuing education credits.
 - They want to partner with the graduate school to have a brown bag where employees can come and learn about opportunities to further their education. They want to have resources there that can answer questions rather than having to track the answers down online.
 - Another idea is to launch a recognition program for employees that have recently graduated or attained a certification can be acknowledged.
 - Lastly, they want to expand the educational credits. Details are still in the works but hopefully it would go beyond hours in a college.

IV. Executive Committee Report

- a. Nominations and elections has not had much to do this semester, but they will roll into action next semester as we begin the process of replacing officers, representatives and committee members.
- b. Representatives and committee members are reminded that they are eligible to serve two consecutive terms on the assembly and committees.
- c. The grievance committee is reexamining its charge and how that works with human resources. Our understanding, was that the committee was to hear grievances and make recommendations, but that interpretation is not shared by some administrators. We would like to get these discrepancies worked out so that everyone is clear on what is trying to be achieved as Dr. Leath has been clear that he is wanting to make sure that time is not wasted and that processes are efficient.
- d. University calendar committee will be meeting soon to set the 2020-2021 academic calendar. There are always a lot of rules and requirements that we are trying to work within making options quite limited.
- e. 12/14/2019 is Alabama's bicentennial. If you are aware of any events going on that day, please forward them on to Claire Wilson.

V. Comments from Chair

- a. Parking – Lawrence is meeting with Don Andre to discuss ideas on how we can partner with parking services to be part of the solution to the parking difficulties on campus.
 - It seems that new buildings are put up or expanded without thinking about the effect that has on parking. It is hard to understand, for example, why there is a new building going in at the College of Business, but the number of parking spots is DECREASING.
 - Don is a true advocate for the parking concerns that we see and makes decisions based on a lot of data that his team collects about parking patterns at Auburn.
 - b. Grievance – reiterating that we are working with Sonja Dixon in HR to better define the grievance committee's role and get a situation where everything is better understood.
 - The grievance chairs are going to meeting with the staff grievance chairs so that we can align with them too.
 - c. Critical conversations – please attend these valuable discussions that are proving to be enlightening and transformational.
 - d. President Meeting – Lawrence and other exec members meet with the president each month
 - Thanks for the feedback on the hurricane response. It is good to be able to present that at our meetings with Dr. Leath.
- Hardship fund**
- Leath has helped with pushing the hardship over the finish line

- Nancy Bernard reported back about her meeting with the President's cabinet where the final approval to move forward was given.
- She acknowledged that this has been a long effort that has benefitted from the work of at least four years of committees including Jeff Long, Tyler Adams, Ashley and Lawrence Hamberlin, Vic Walker, Tim Jones, Linda Maxwell-Evans, HR employees, and the list goes on.
- The process from here is to establish the fund, collect contributions (through the faculty/staff campaign) until it reaches the fully funded status (\$20,000) and then we can disperse funds based on the plan.
- We are meeting with development staff to be sure that the fund is one of the options in the campaign literature.
- Guidelines for the administration of the fund are available from the welfare committee.
- It is for Auburn University employees
- Nov. 2 is the first meeting of the Welfare committee this fall. Rod Kelley will be presenting about the new performance management system.
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e. Provost Search

- In addition to attending the provost forums, 4 members of exec have had the opportunity, along with staff council to meet with the provost candidates
- The focus has been on ways to improve shared governance, and make sure that all four groups (A&P, Staff, Faculty, and Students) have a seat at the decision-making table.
- Other questions focused on moving towards R1 status, distance education, diversity.
- It was highly stressed that if you have feedback for the provost search, it must be supplied via the Qualtrics surveys that are posted online no later than 4:45 on Thursday October 26. As final deliberations and recommendations by the selection committee are being held on Friday October 27th.

f. Next Meeting

- In an effort to have a bigger and more well attended meeting, we are going to have our December meeting at the Jule Collins Smith Museum of Fine Art (JCSM)
- Bring a friend
- Lawrence is planning on door prizes
- There will be indoor and outdoor gallery tours
- Hors d'oeuvres will be served

g. Open Enrollment

- No information has been shared by HR about open enrollment
- We have been invited to set up a table at the wellness fair in the Wellness Center.

h. University Daycare

- A question about progress on the university daycare was asked and Lawrence is going to follow up on that.

VI. New Business

a. Women's Leadership Institute

- The four past and present female SGA presidents will be honoring Kay Ivey with a lifetime achievement award

Adjourn: 3:33 P.M.

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