

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

Wednesday October 7, 2009  
3:00 p.m.  
Student Union 2222 and 2223  
**DRAFT Version (11.05.09)**

**I. Call to Order:** 3:01 pm

**Roll Call**

*Present:* Christopher O'Gwynn, Susan Canaan, Victoria Tate, Lisa Brantly, Seth Humphrey, David Benjamin, Jamie Mantooth, Wiebke Kuhn, Shirley Scott-Harris, Regina Williams, John Owen, Kathy Harmon, April Staton, David Hennessey, Bryan Elmore., Marcalyn Price, Phillip Coxwell, Tammy Hollis, Jane Hoehaver, Elizabeth Bowersock, Todd Storey

*Absent:* John Folmar

*Estimated attendance in audience:* ~ 15

- II.** Approval of Minutes from 8.26.09 meeting- changed Jane Hoehaver as present for the 8.26.09 meeting, and corrected the spelling of Elizabeth Bowersock's name. Approved after changes were made.

**III. Information Items**

- a. Upcoming Wellness Events-** April Staton spoke in Jenny Swaim's place. October is Breast Cancer Awareness month. The Cater Hall Illumination was a success. Over 200 people turned out for this event. Samford Hall and the Museum are also lit up. Zeta Tau Alpha is collecting Yoplait lids that bring money in to the breast cancer foundation. If you would like to know who to send the lids to, please contact Jenny Swaim. The advertisement for the AU Mammogram Day will be coming out in a couple of weeks. Participants should be those who have not had a mammogram in two years or who are over the age of 35 that have never had one. There will be limited spots available on a first come first served basis. Currently, we have 93 breast cancer victims on campus. This number is up 17 from a couple of years ago.

November is insurance renewal and enrollment month. H1N1 vaccines will be coming out in the next couple of weeks. These are reported to be free to our employees and spouses but not available to pediatrics. Notices will go out about locations for this.

Willis Group is still working on programs for AU as far as Wellness. No details are available yet but should be soon.

Eat Less to Feed More will take place in January along with Scale Back Alabama. Individuals can participate in both.

Individuals who are interested in becoming active in helping distribute wellness/awareness brochures around campus please contact Jenny Swaim.

The Campus Health and Wellness Committee has not met with the new Chair. The Chair position has changed three times in the last month.

- b. Cyber Awareness Month- Seth Humphrey spoke to the assembly about this initiative. There will be red banners in different areas around campus, and there will be advertisements on Tiger Transit buses. Week one is Safeguard Your System. Week two is Beware of Fishing Scam. Week three is Safeguard Your Personal Information (social networking), and Week four is Secure Mobile Data. Individuals can go to [www.KeepItSafe.auburn.edu](http://www.KeepItSafe.auburn.edu) for more information.

**IV. Comments from the Chair-** April Staton addressed the group about future employee raises. The Board of Trustees did not allocate money in the new budget for employee raises due to deficits from state funding. April did note that two Board of Trustee members publically voiced their concerns over this being the second year of no increases. April feels that the board is concerned about the employees at Auburn. The fiscal year 2010 budget that started October 1<sup>st</sup> will take a 7 ½% hit. Auburn will answer this in part by academic units giving back 1 ½%. April noted that we as employees should remember that we are extremely fortunate that we have not had lay-offs or furloughs as many other colleges and universities. Everyone at the university needs to do their part to save money. This includes things as simple as turning off the lights in vacant rooms. April encouraged everyone to brainstorm about ways that your area can be more efficient and share these practices with your coworkers.

**V. Executive Committee Update- Chair Elect, David Hennesey**

The Executive Committee has been brainstorming about possible speakers and topics for the AP meetings. Dr. Jim Wohl, the Auburn University Ombudsman spoke at the last Executive Committee meeting. The committee also discussed potentially making changes to the A&P Assembly meeting.

**VI. New Business- April Staton**

- a. Committee Membership-April Staton presented certificates to the outgoing members of these committees: Welfare, Professional Development, Grievance, Nominations and Elections and Calendar and Schedules.
- b. Discuss proposed change to constitution membership- The Nominations and Elections Committee made a recommendation to the Executive Committee to increase the membership of the assembly due to the

uneven distribution of two places. The Executive Committee has decided to appoint an Ad-Hoc committee to work on this issue. April asked Seth Humphrey to chair this committee. One of the charges will be to prepare a survey to all A&P employees seeking their input on their area's representation. How we proceed depends on the input we receive from the employee survey. April has asked the Ad-Hoc committee to report back to the assembly on November 18, 2009 with the information we will have a discussion if necessary. If there is enough interest to move forward with the proposal to change the constitution, it requires that the information be posted for 30 days before the meeting/voting date. This means that we would have a called meeting in January to vote.

## **VII. Open Forum-**

Joanne Sharp from the Scholarship Office spoke to the group about an employee sick bank. She explained that each employee would donate one sick day a year to the sick leave bank for employees to have a safety net in case of a catastrophic situation. April sent Joanne's original email to Brenda Wood, and April will follow up with Brenda's committee and Joanne.

Roberta Jackel is the new co-chair of the Welfare Committee. She suggested that the university give employees extra days of paid leave since we are not receiving raises. She suggested that employees get the entire week of Thanksgiving off just like the students do instead of just three days. Both Roberta and Joanne feel that this would boost employee morale.

April thanked the members of the audience for attending. She told the audience that she would like to see a bigger turn out. She asked the assembly representatives to talk to their members and see why they are not attending. Shirley Scott Harris volunteered to create a survey to send to all A&P employees to get their input on the A&P meetings and why they attend or do not attend.

Next A&P Assembly meeting is on November 18<sup>th</sup> and the place is not yet determined.

## **VIII. Adjourn- 3:35 pm**