AUA Board Meeting Minutes  
Wednesday, December 14, 2011  
239 Kaufman Hall


1) Welcome.  
   a) Bev welcomed all members to the Board meeting.

2) Approve minutes  
   a) The minutes from the November 9, 2011 meeting were delayed in campus mail. They were tabled for review in the January meeting.

   b) Treasurer’s report as of December 13, 2011.  
      i) Balance:  
         (1) Balance as of November 9, 2011 $1,797.61
         (2) Income: $ 40.00
         (3) Expenses  
            (a) Deans’ Panel refreshments $ 0.00
         (4) Current draft balance as of December 13, 2011: $ 1,837.61
         (5) Current share balance as of December 13, 2011: $ 26.87
         (6) Total AUA Balance $1,864.48
   ii) Membership  
      (1) Total membership 53

3)  

4) Programs Committee Updates, Dan Campbell  
   a) January 11 – Vice President’s panel. Two reminders will be sent for this event – one, a week out, with a later follow up reminder. There will be 8 VPs including the Provost and Dave Harnage. We will put out a tray of cookies.
   b) February 15, 5:30 pm: wine and chocolate at Borjo’s. We will charge $5 for members and $10 for non-members and will encourage people to join for next year at the event.
   c) Catering costs have increased significantly. We are still getting $500 from the President’s Office to help with the awards ceremony, but we will have to look carefully at costs in planning that event.

   a) Lot 20 between the library and Kaufman will likely close May 2012 with a loss of 321 spaces. Once the lot is closed, Garage B next to the library will be converted to faculty/staff only during the day, and Garage A on Elkhorn to metered student parking. This lot will have congesting pricing – cost will vary according to how congested the facility is. Special event parking support will change; event planners should call Parking Services – Rob Grandon, Special Events Manager at 3-5647. The university installed a felted fabric covered parking lot on Killam between 46th and 47th Streets in one day at a much lower cost per space than garage costs. ODU is the first university to utilize this technology.

6) Membership Committee Updates. Dan Hennelly reported on the list of new hires members starting January 10. Dan will send out the February program flyers and other program information to alert them to AUA activities. He will also include a print copy of the welcome letter Bev has been developing.

7) Webb Council. Alice will send out the Council meeting minutes after its meeting.
8) Women’s Council. – Tancy Vandecar-Burdin. Tancy reported that the Council held its annual meeting; September Sanderlin reported on family friendly policy updates for that meeting. The Council is also looking at the timing of the salary equity review as separate from annual salary merit reviews.

9) Other. Bev, Kathy, and Terri will meet with President Broderick this afternoon. They plan to share what programs the association has hosted and what is coming up. They will ask him what he sees as the role of AP faculty in the Colleges.

10) New Business.

   a) Trey Mayo and Tisha Paredes wrote a proposal for an additional recognition award. Most of the winners are upper level administrators; they are proposing an award for professional of the year as a way to recognize lower level administrative work. They intend that the criteria for each award be distinct. He, Tisha, and Bev will meet with Kathy Williamson from HR to discuss this further.
   b) Bev will invite Kathy Williamson to attend an upcoming Board meeting to review and clarify the criteria.
   c) The 2012 Benefits Fair has been set for Wednesday, October 10.
   d) The Board will meet in January on Monday instead of Wednesday because of the VP Panel scheduled for January 11.

Next meeting: Monday, January 9, 12 noon Kaufman 239.

Submitted by Ann Pettingill, Secretary.