**Zoom Etiquette Reminders**

* Please keep yourself on ‘mute’. If you would like to chime in or have a question, please raise a hand or chat in the text box
* The Executive Committee will be keeping watch for questions/comments, and will ask you to hop in and turn on your microphone to share
1. Motion to commence meeting
	1. Review and approval of November Minutes – move to approve: Emily, Seconded: Peggy.
2. Committee Updates
	1. University Committees Reports
		1. Professional Development/Social Events (APC Executive Committee)
			1. Reminder: Ongoing Professional Development Opportunities Available via Extended Studies and Academic Impressions
				1. These are always available! There are reminders in email digest for you.
			2. COVID Mental Health and Wellness Support Group (Joanne Smiley)
				1. After COVID surveys, there needs to be some support for faculty and staff, so we can provide one-to-one counseling for staff. It is free of charge. We are doing accu-detox for free as well. That is Tuesday and Thursdays. You just need to make an appointment. It takes about an hour. She is working on also getting reduced rates massage therapy for faculty and staff as well. We are getting some blast emails out to folks to send out healthy reminders, etc. We are going to send out videos as well for staff and faculty. We can’t plan crises, so if something comes up, contact her. x2838 is the counseling main line to make an appointment, or call Jo at x2491. Zoom sessions are also possible and they are willing to accommodate.
			3. Updates on Campus Operations (Niki Toussaint and Donna Souder-Hodge)
				1. Donna and COVID updates for spring: we have learned a lot since this fall. As we move into spring, we will continue to use the CDPHE dial and regulations as we start to see a vaccine rolling out. Based on that dial, we have changed our approach to safety. We’ve had athletics and students on campus with lots of safety protocols, working in cohorts, etc. We are trying to keep things going as we can with safe circumstances and lots of testing. There are places we know we can push, where we can still have some in-person operations to support it with the infrastructure. There is a rigorous testing protocol that is mandatory for campus. You will be tested regularly.
				2. Our capacity is 100/week. We are doing all of the internal contact tracing as well. We have partnered with a new company and in a few days there will be more details coming out to have more in-person testing. They will do the testing, staffing, and reporting to make our health screening more streamlined. 70% of folks need to be vaccinated for us to be fully in person again. CSUP is a potential vaccination site, so we may be asked to step up if necessary. Pueblo is expected to get less than 2000 rounds of the vaccine in the first wave.
				3. We will see, if we are at Orange, or Red, etc. here is the strategy. Red is essentially where we are now, but a few places where we can have some leeway. When we are in red level, we have more flexibility with funding. We will work with all areas to mitigate this all as much as possible.
				4. We have protected employment and services we have offered to students, so we are doing our best to do this.
				5. More details will be forthcoming.
			4. Information on newly-installed campus cameras (Laurie Kilpatrick)
				1. Controlled access committee – new committee to access to important things on campus like doors, buildings, call systems, etc. We were formed to monitor and give access to those who need it. We have installed 122 cameras across campus, so they are primarily outside of the building. Some are inside in the admin building, near the cashier’s cage, safety office, and OSC that will be brought on to the system. Several are also in the rec center for safety purposes as well. This system will allow for recordings to happen if a crime is committed. The Clery act requires us to maintain the safety of our campus. This project was state funded. The committee includes: Laurie, Niki Toussaint, Alejandro Rojas-Sosa, Craig Cason, Chris Miliken, Jeromy Hayden, John Romero, Sgt. Rob Thurston. Cameras record 24/7, they do not have sound yet. There will be signs posted when sound is being recorded. Laurie showed an example of the camera. No cameras are monitored 24/7. The sheriff’s office can monitor the cameras and pull up the camera if they need to see a situation before they are in harm’s way.
		2. University Leadership Team (Tracy Samora, Derek Lopez, Emily McElwain, Abby Davidson)
			1. Meeting Recap: Thursday, November 19th
				1. Topics covered were COVID, and to help to prepare for the February BOG meeting. 3 goals are: how we expand our appeal for enrollment goals, how we enhance student success, and employee satisfaction.
			2. Next ULT Meeting: Thursday, December 17th
		3. President’s Budget Advisory Committee (Abby Davidson)
			1. No recent meetings to review – Plan is to meet early in the first quarter of the spring semester.
		4. HR Projects and Updates (HR Team) – Jen Martin-White
			1. Reminder to complete the Bridge Cycle Review
				1. These are coming in daily! So thank you for taking care of these sooner than January 15. They must be completely finished by January 15. Supervisor needs to initiate these. S/U is only for the bridge goals. This is not our standard grading scale going forward. Kudos to Alan Bruning for developing this process!
			2. Equity Study Updates – Kat Abernathy
				1. We are making some great progress on this project. We have restarted some of our reviews. There’s a chunk we are verifying. Taking all of the data the team is looking at and finalizing that. Our goal is to get a good draft going by early January. Then the committee will finalize it for a good report for leadership. Progress is going great. It’s a lot of work, and the team is doing a great job. Thank you for the committee and all of their hard work.
		5. Search Committee Updates and New Staff Introductions (APC Group)
			1. Krissy Rodriguez is the new benefits specialist in HR
		6. APC Foundation Scholarship and Fundraising Activities
		7. Upcoming Events and Opportunities
			1. Vision and Life Planning for 2021 – Info Session 12/11 at 12pm (Gina Lopez Ferguson & Carol Foust) <https://csupueblo.zoom.us/j/97527300446>
				1. New Day in a Year – small group coaching sessions twice per month. It’s easy for us to focus on work and not on what we need to have a joyful and fulfilling life right now.
			2. Monarch Mountain Employee Discount Program (Scott Robertshaw)
				1. Each year Monarch gives discount passes for ski passes. Flyer is in the chat.
			3. Final HR Happy Hour 12/18 4-5pm: <https://csupueblo.zoom.us/j/99213659043>
				1. Special performance by David Volk and sing-along led by Alegria Ribadeneira!
				2. This is the last one for the year!
3. New Business
	1. Guest Speaker: Dr. Helen Caprioglio to share about the HLC Report and HLC Visit.
		1. The pathway is a 10 year cycle. Once it is reaffirmed, it is good for 10 years. Year 4 is a progress check. It addresses previous concerns, we did an assurance argument, student opinion survey, and it led to a comprehensive review with site visit. Year 10 is the next round, which will happen in AY 2026-2027. Our last was 2016-2017. During 2026-27, we will create a new assurance argument and student opinion survey, federal compliance verification, comprehensive review with site visit, and reaffirmation of accreditation status.
		2. Criteria for accreditation – mission, integrity, teaching and learning (quality, resources, and support), teaching and learning(evaluation and improvement), and institutional effectiveness (resources and planning).
		3. Progress on previous concerns – improved fiscal health of institution, improved process for responding to student complaints, assessment of academic programs and non-instructional units, faculty credential review and adjunct teaching evaluation.
		4. Progress since last review – vision 2028, missiong, guiding principles, and initiatives, federal grant funding for multiple projects, policy website expanded, marketing enhancements, IR dashboards for data accessibility, educational technology improvements, and new academic programs to meet the needs of southern Colorado.
		5. HLC visit happened November 9-10 with HLC team, met with faculty, staff, and students, garthered further information and requested more documentation, and the exit meeting was positive. There weren’t a lot of challenges they noted that we didn’t know about already. The report will follow- the report will come to us to correct errors and then it will go to the HLC institutional action committee and draft the final report. It’ll be a couple of months before that report happens
		6. How you can help: unit assessment plans and annual reports – document closing the loop for improvement, maintain an annual record of accomplishments – including documentation, maintain currency of websites, inform IEC of items of interest, concerns, etc., and respond to requests for information, procedure details, and documentation.
4. Next Meeting: Wednesday, January 13th or January 20th (TBD)
	1. Guest Speaker: Dr. Kristyn White Davis to share about updates in Extended Studies
5. Motion to Adjourn Meeting - Lee to adjuourn, Peggy seconded.

Attendees:

Abby Davidson

Donna Souder Hodge

Kathryn Starkey

Adam Pocius

Ainsley Holloman

Alejandro Rojas-Sosa

Alex Brady

Allie Hall-Vanhook

Anissa Manzanares

Aolany

Bailey Hart

Brenda Trujillo-Aranda

Britni Huebschman

Chad Pickering

Chris Frendrich

Christopher Flynn

Connie Miller

Corey Schilling

Courtney Gust

Daniel Minich

Dave Herman

Derek Lopez

Eleanor Cassio

Elena Kuiper

Emily McElwain

Garret Wagers

Gina Lopez Ferguson

Greg Hoye

Haley Sue Robinson

Helen Caprioglio

Jacob Buchholz

JC

Jen Martin-White

Jennifer Ghosh

Jim C

Joanne Smiley

John Sandoval

Karen Stever

Kat Abernathy

Kim Dillon

Krissy Rodriguez

Kristi Maida

Kylie McGill

Laura Barela

Laurie Kilpatrick

Lawrence Diggs

Lee Saunders

Lisa Chavez

Marcus Hernandez

Marisa Nunn

Mark Gonzales

Mark Guerrero

Meera

Megan Mueller

Melissa Marquez

Michelle Gherde

Nicole Danielle Suazo

Paul Valdez

Peggy

Reginald Harge

Sandy Brice

Scott Robertshaw

Shawn Sanchez

Shelby Bitz

Strider

Tasi Tuatoo

Thomas Lucero

Trisha Macias

Violeta Hernandez