

## **Administrative Professional Council (APC)**

Monthly Meeting

July 11, 2013

Galeria Pequena

Present: Katie Velarde, Chris Fendrich, Elizabeth Grutt, Bob Ojeda, Patricia Milner, Amy Robertshaw, Tracy Samora, Lisa Vigil, Jishirll Clifton, Jeanne Gibson, Megan Gregorich, Daniella Cauffiel, Kristyn White Davis, Gene Lucero, Lia Sissom.

Meeting was called to order at 9:02 a.m. Motion to begin by Chris Fendrich and second by Gene Lucero. June minutes approved. Motion by Gene Lucero and second by Chris Fendrich.

Guest Speaker: None. Guest speakers will resume at the August meeting.

Old Business:

Convocation Event: APC will be holding a professional development session called "Did You Know? LIVE!". It will be Wednesday, August 21, 2013 from 10:30 a.m. -12:00 p.m. in LARC 109. We will have 9 offices present on their services for 10 minutes each and provide handouts. We will try to make it fun and interactive with prizes, candy, etc.

Outstanding Professional Staff Award Revision: Amy Robertshaw and Katie Velarde presented the revised nomination and guidelines form. The council discussed and approved changes and suggested others. A final draft will be voted on in the August meeting.

Committee Updates:

University Leadership Team:

### BOG Retreat Review

- President DiMare gave a report about the direction of the University and it was very well received, BOG was very complimentary of CSU-Pueblo during the past year
- Chancellor Martin gave his presentation on the need to create a new south metro campus
- Plan will again be presented in August at the BOG meeting in Pueblo
- President DiMare encouraged those in attendance to attend the August BOG meeting, stating the effects of a new campus in Denver could have some impact on our recruitment efforts in that area
- Venture capital proposals are still TBD – BOG has requested to review the proposals, which was not initially part of the plan
- Questions were raised about the outlook of HS seniors in the future
  - Provost Kreminski gave some feedback stating that he has reviewed a study conducted by WICHE that evaluates the size of the senior classes for the next 10 years.
- Colorado is expected to "bottom out" in 2013-2014 and then steadily increase

- Texas is steadily increasing; some states are down until 2020
- CSU-Pueblo will begin using this data to strategize what areas to be recruiting in the future
- Marty Hanifin mentioned that FY budget is currently not looking great – our enrollment is currently down in comparison to this time last year
- Down 80-100 head count, amounts to a 5% decrease, 2.3% beyond what was expected and budgeted
- On a positive note, the CDC Committee will be visiting campus in late July to review expected building projects
- President DiMare was reassured by the Chancellor that the OUC project is a “go” and will not need to be re-reviewed by the BOG

Equity Study discussion led by President DiMare

- RFP was awarded to Jim Fox, Fox Lawson Group (FLG)
- Marty, Rick and Lesley met with Jim on Monday, July 1 to begin the initial phases of the equity study
- Study was commissioned to evaluate the faculty and admin/pro groups
- FLG will be back in August to begin working with groups on campus, process should take approx. 6 months to complete
- FLG has been given 5 areas to “look at” (not mentioned, but this is what I caught) – Race, gender, merit
- The hard part will be implementing the equity, looking at another institution that implemented an 8-year plan

Strategic Plan – Marty Hanifin/Provost Kreminski

- 5 year plan to go along with HLC visit in 2016
- Will present to the BOG in October
- Initial framework presented for feedback – substantial feedback was gathered and the Strategic Planning Task Force will use this to move forward at their next meeting.

UBB: None.

Faculty Senate: None.

UBDE: None.

Customer Service: None.

Strategic Planning Task Force: Katie Velarde updated the group. The Task Force met with ULT to present the initial framework draft. The discussion was almost an hour and a half and was very helpful and productive. The Strategic Planning Task Force is currently taking that feedback and revising the plan. The plan will be shared campus wide during convocation, please keep an eye out for that and please attend. The final plan will be presented to the BOG in October.

Hiring Committee Updates: Chris Fendrich updated the group on the VP of SSEM search. There are 7 candidates who will have Skype interviews on Friday, July 19, 2013. The President and Chief of Staff requested the search go quickly in hopes to have someone on campus by the end of August when school starts.

New Business:

APC Elections are here!

Candidates took time to introduce themselves, talk about their job and background and why they would like to be elected to office. Candidates are as follows:

Chair – Niki Whitaker

Vice-Chair – Tracy Samora

Treasurer – Chris Fendrich and Lia Sissom

Secretary – Patricia Milner

Council Representative (3 positions) – Geri Koncilja, Gene Lucero, Michael Manos, Katie Velarde and Kristyn White

Parliamentarian – Keli Hibbert

Elections will be open Friday, July 12, 2013 and will be open for two weeks. New officers will take office on August 1, 2013 and the new council will have a lunch retreat in August.

Announcements:

Tracy Samora: The football home opener will be September 7, 2013 in Greeley, CO. There will be a tailgate party. The CSU-Pueblo game in Dallas at Texas Stadium is September 14, 2013. In Dallas, there will be a pep rally on Friday night and a tailgate in a field level club behind the team bench. You can sit in the suite for the game or go to your seat in the stadium. The pep rally, tailgate and game can be purchased for \$100. There is a hotel, the Sheridan at Arlington for \$119 per night available. There is a travel agent working with people who would like to fly. More information will come soon.

Chris Fendrich reported that the second of four Orientations will be starting this coming Monday, July 15, 2013. Please help direct students or families if they need it! Chris also mentioned there would be a political announcement on Monday at 11:15 for the State of Colorado in between the Admin building and Fountain Plaza.

Motion to adjourn by Chris Fendrich at 10:15 a.m., second by Jishirll Clifton.

Next meeting will be Thursday, August 1, 2013 at 9:00 a.m. in the Galeria Pequena in the OUC.