

Administrative Professional Council (APC)

Monthly Meeting
September 5, 2013
Galeria Pequena

Present: Tracy Samora, Keli Hibbert, Lisa Michelle Gjerde, Kristyn White-Davis, Liz Grutt, Gene Lucero, Peggy Foley, Chris Fendrich, Geri Koncilja, Patty Milner, Katie Velarde, Lisa Vigil, Cathee Duncan

Meeting called to order 9:04

August minutes were Approved. Motion to approve minutes was made by Kelli Hibbert, seconded Chris Fendrich.

Members present were asked to introduce themselves to the group.

There was no Guest Speaker this month. Upcoming speakers include Jon Ullmann for October and President DiMare for November

Election update: Chris elected as Treasurer in run off

Retreat report from Executive Committee.

The Executive Committee met for a retreat in late August. Highlights of the retreat were:

- planning events for next year
- framing the plan for APC aligned to new Strategic Plan
- Budget allocations (assuming it stayed the same from the previous year)
 - Two professional development opportunities this year
 - Spring and Fall Mixers
 - Board Retreat

Committee Reports

University Leadership Team- The ULT meeting focused on sharing information from the Board of Governors meeting and discussing how CSU-Pueblo will be involved in the South Metro project. The team anticipates that the 4-year Community College degree bill will be reintroduced in the next legislative session, potentially coupled with allowing 4 year schools to draw COF for remediation. Balancing our current admissions window with effective student services was also discussed.

University Budget Board- UBB's first meeting was this week. The Board delayed election of the Chair for one week to allow individuals to determine if they were willing to serve. The projected decrease in enrollment was reported as 2.8-3.5%. The Board discussed priorities for the new academic year. These

included refining the PREP Document, helping to develop funding priorities, and soliciting feedback will be planned from three constituency groups. A visit from Dickeson, the author of the book on which our PREP process is based is scheduled for later this month. The author offered to meet with our campus in a half-day format at his own expense.

Strategic Planning- The committee held a campus wide session at convocation. The follow up from that session will be a series of sub group meetings. Everyone on campus is invited to participate in the sub-groups. If individuals were not at the convocation, they can still join a sub-committee. Encourage everyone to join a sub groups especially those outside of their comfort zone. The committees will meet in September and October. The final Strategic Planning document is intended to be presented at the Board of Governors meeting in December.

Current Campus-wide Search Committees

EEO/AA/Title 9 Director position, Niki is on the committee
Diversity Resource Director, Met yesterday as well

Marketing Taskforce has been meeting throughout the summer and early fall. Efforts have been focused on allocating the current year marketing funds. Major initiative include: advertising, additional contract recruiter positions, International recruiting

Retention Taskforce will meet at end of September to evaluate efforts from last year

Enrollment Management hasn't met since July, will start meeting after the new VP FA

Library Advisory Committee is looking for an APC representative. Peggy Foley expressed interested in serving on the committee.

Parking Appeals Committee requested an APC representative. Kristyn White has agreed to serve on this committee.

Old Business

Conflict of Interest will move forward from Faculty Senate asking for voluntary submission from Admin Pro. They want to do this annually. We have not had a revision of the manual and it would have to go to the Board of Governors for it to be required.

Kristy Proctor and Johnna Doyle are trying to get the forms out this month and were hoping to have training this month as well.

Speaker suggestions were solicited:

- Nursing Department
- ASSET student issues and how to help them access services

Meeting Adjourned 9:45am