

Administrative Professional Council (APC)

Monthly Meeting

May 8, 2014

Aspen Leaf

Present: Jishirll Clifton, Peggy Foley, Mike Manos, Tracy Samora, Niki Whitaker, Sean McGivney, Chrissy Holliday, Lia Sissom, Adam Pocius, Patty Milner, Doreen Gonzalez, Brenda Trujillo-Aranda, Cathee Duncan, Victoria Obregon, Tiffany Kingrey, Lia Sissom, Tanya Baird, Michelle Gjerde, Lou Minnatta, Amy Robertshaw,

Meeting was called to order 9:05

February minutes were presented. Motion to approve was made by Tiffany Kingrey, seconded by Cathee Duncan, approved by affirmative vote.

1. Visiting Speaker for this month: There was no guest speaker for this meeting

2. Old Business:

Equity Study- process has been delayed. They decided to wait for the new national data and have been reviewing against peer institutions. The review found a lot of disparities amongst peer institutions before they even began comparing them to us. They next need to take out positions that can be found in the private sector and calculate those. We should have a report in about two months.

- Discussion in the meeting included gender equity, new responsibility with the cuts, decreasing degree requirements to lower salaries, what is the plan over all for implementation.
- Ralph has indicated that the study has been in the works for three years, and we don't really have an ability address it, but we may be able to adjust responsibility.
- Moving people to 10 month contracts was discussed. Jim was hesitant to address that as a solution as that may lead to never moving towards equity or moving back to 12 month contracts.
- Ralph asked us to make suggestions, committee is open to participation, Ralph wants us to present that directly to cabinet. Want to discuss hiring policy and salary policy. We also do not have an affirmative action policy which we are required to have for federal dollars according to Roosevelt.

Discussion

- Question regarding job descriptions? Should they be submitted to HR? Ralph said that they all had been updated, but that doesn't seem to be true.
- Discussion of the division between the groups. There are significant disparities in some policies which complicate this. The committee will likely have to meet every week to get something by their deadline.

3. New Business:

• Elections

Kelli Hibbert was the parliamentarian for APC and she has resigned her position at CDU-P. Niki and Patty met with her regarding the election process which we need to begin today.

The remaining Executive Committee had two options: appoint two people to serve as election commissioners, or appoint someone to replace her position until the election. We elected to have two election commissioners as they could then share the work. Tracy Samora and Katie Velarde will be the Election Commissioners. They will oversee the process.

We will have 6 open positions this year. We will accept nominations in June and then elections will follow that with new members announced in July. We encourage everyone to participate. You have to have been an APC category employee for one year to be eligible.

3. Committee Updates

ULT Report: There was no ULT meeting because of the Board of Governor's Meeting

UBB Report

- The University continues to estimate an enrollment decrease 2.6% resulting in a \$1.3 million projected budget. With the additional restrictions of SB 14-001 an additional \$800,000 shortfall has been predicted in the 2014-2015 budget. The two committees previously formed brought back recommendations to the group for deliberation. The final list was forwarded to the Cabinet for consideration. The recommended cuts were primarily non-academic. The President's stated intent to argue that none of these additional cuts should be required this year as we have already made significant cuts and continued cuts will harm the operational capacity of the University. The final budget will be presented for approval at the June BOG meeting.
- UBB appointed a summer "work group" which will be looking at recommendations for the budget process for 2015-2016.

Faculty Senate:

- Discussion Focused on budget and end of the year processes

UBDE:

- The UBDE met with the President and discussed the issues raised in the Climate Survey.
- Common concerns were:
 - Budget concerns and communication with the campus, President said she was hesitant to communicate things because they change so often. They are working on an Email to come from UBDE and the President to address concerns
 - Cost and fees that faculty and staff have to pay, discussion about whether we could adjust or eliminate those. The issue at hand is that students have paid and continue to pay for these things through their fees.
 - Division between the three constituency groups (AP, Faculty, Classified). Mousa was amazed that this was an issue. This is something we need to work on is understanding the different roles.
 - The need for orientation for staff was also noted.

Social Events -

- Budgets are now frozen per the VPFA.

Stronger as a Pack

- In June there will be a Bike Riding event, mid day bike to Angelo's on the River Walk, eat lunch and then return on vans.

Library Advisory Committee - no report

Open Discussion:

Meeting Adjourned at 10:21 a.m.

Submitted by: Patty Milner