

Administrative Professional Council (APC)

Monthly Meeting

October 8, 2014

Aspen Leaf

Attendees: Shawn Taylor, Chris Fendrich, Erich Matoloa, Sean McGivney, Sarah Flores, Daniella Cauffiel, Jishirl Clifton, Megan Gregorich, Derek Lopez, Carl Wright, Matisha Sheilman, Roosevelt Wilson, Tracy Samora, Jennifer Deluna, Q. Franklin, Jessica Boynton, Kristyn White-Davis, Liz Grutt, Tanya Baird, Amy Robertshaw, Niki Whitaker, Patty Milner

Meeting was called to order at 10:03 by Niki Whitaker

August Minutes were presented and approved. Motion: Amy Robertshaw, Seconded: Chris Fendrich

Introductions

1. There was no guest speaker

2. Old Business:

A. Foundation APC Scholarship

In a previous Meeting Todd Kelly brought up the possibility of creating an APC scholarship through the foundation. If we created our own scholarship program we could decide how we wanted it to be distributed. It could be for APC members, APC family members, etc, determined by APC members through a committee. We are suggesting the scholarship fund as just direct contribution rather than fundraising. It would help the campaign in the percentage of giving regardless of the amount given. Donations would also be tax deductible.

Action Taken: Move to pursue a scholarship fund with a governing committee to determine how funds would be distributed. Motion Liz Grutt, Second Sean McGivvelry; passed by unanimous vote

Discussion on whether it should be open to both family members and APC members. Committee volunteers were sought. Kristyn and Jessica Boyton will lead the committee

B. Tuition discount program

A request was drafted a few weeks ago to increase the percentage of discount from 25 to 50 percent which would be in line with Fort Collins benefits. The President has indicated that she is supportive of this and intends to make this happen. Niki has a copy of the proposal which members can view. It seems like there was some confusion about whether this included employees or just dependents. The President indicated she was supportive on matching the benefits of the Fort Collins staff. Spruces and dependents are included.

Questions: When would it take affect? The President indicated she would be talking to financial aid on this

C. Homecoming door contest

We were asked to help under wright the prizes for the homecoming door contest. Judging will be next Tuesday at 10 am. Need volunteers for judging. Theme is walk on the wild side.

Action Taken: Move that APC help sponsor the event and authorize expenditures up to \$100 out of APC funds. Moved: Niki Whittaker, Second: Kristyn White- Davis; Passed by affirmative vote

3. Committee Updates

ULT Report

Paul and Karl are both out of the office, both on extended medical leave. They will bring someone in if Karl has to be out more than a few more weeks. Right now the President if overseeing both of these teams

Strategic plan: Rhonda and Rick K are overseeing Paul, Derek, Amy are reps. Their goal is to prioritize objectives by November, looking for volunteers for groups

The technology audit was presented to the BOG and they referred it to the finance committee for review and presentation at the next meeting. Student rep was there and supported how important the work is.

Equity study committee meeting Oct 23, we have 6 representatives plus Joe Folda. We will work with Ralph and they are trying to make sure the documents gets here as soon as possible.

Budget request process looks like it is moving forward

Provost gave updates on experiential program and they will be hiring a half time release director

The reaccreditation committee will be having an open house for staff to understand what the committees are and volunteer. Monday will give you an opportunity to see those and there is lunch provided.

Assistant Provost Position is now vacant and they will be doing an internal search which should be out next week

Roosevelt gave a report on Title 9 and the BOG report regarding what was happening on all three campuses. He will be working more on this to make sure we are in compliance. They are working on purchasing an online module for Title 9 training. People who are newly hired are getting some training, but there hasn't been ongoing training. Doing this was discussed as well as enforcement of this. They are working on a policy which will be coming out soon.

We put together the question from our executive committee for the constitute meeting. The president was surprised and has requested a meeting with the presidents of the three groups on Thursday. We put together a list and sent that in, the classified staff submitted a document as well and the meeting on Thursday will include discussion of those issues and how we will move forward from there.

Professional/Development and Social Events: more to come ... One of each event each term.

Stronger as a Pack: Bike ride cancelled today. Tomorrow Shirley Gutierrez is doing a fall bulb planting session, Pinterest theme in October. Committee broke into committees. There is a beer and wine club after hours. Patio at homecoming game there will be a Stronger as a Pack patio party. Halloween party with costumes at business on Riverwalk - Graham's Grill. Corporate cup BBQ on Friday.

UBB

UBB is working with F&A on the new budget process and strategies for assessing fiscal efficiency as discussed this summer

Discussion: It would be good to have information on actual verses projected over the year with monthly estimates

Faculty Senate- No meetings

UBDE

The UBDE met this week and talked about the climate survey, working on getting feedback for the President. UBDE will be developing a memo on the results of the survey and what we will be working on. The list seems to be relatively small things, but those seem to be the things that are important to people.

Discussion about are IDs actually free. Parking and Rec Center are a no go. Mentoring program- looking at what the stronger as a pack committee tried to do. UBDE is going to work with Stronger as a Pack on mentoring programs. Discussed constituency group meetings and that there wears a lot of misinformation, that we are working on resolving

Question: Why is this not coming from HR? If doesn't seem to work that way, and so we might be more successful in coming from people who seem care about it.

Search committee updates

Assistant Director of Housing- an offer has been made
Search for Angela Bender's positions should be resolved

Stronger as a Pack

Pinterest live is coming up in October

Reaccreditation committee:

Open house lunch event next week RSVPs are due ASAP for lunch orders; lunch will only be served between 11-1

4. New Business:

A. 16 week semester schedule

APSB has been tasked with this to match the standards for accreditation and be in line with other campuses. What we would like to hear from APC as concerns of things we should be thinking about

For example: Ending our term right before Christmas break would mean that it would be difficult to get grade information output when it happens at the same time

Feedback:

IT creates a problem the week that they are not there at Fort Collins when we are out of sync as there are no support people there for Kualli and other functions. The biggest problem is when they are closed for holidays and we are not. Being in sync with them would make things easier from a reporting and support standpoint

Niki met with the Provost about this issue as well. Currently we don't observe holidays throughout the year and we take the week between Christmas and New Years. Fort Collins observes three of those holidays during the year and does not close for the week. We need to discuss this in our offices so that we can have input

There will need to be discussion about how this would impact housing, meal plans, student hourly and work study positions.

Everyone else has moved to the 16 week plan and we really need to move there.

Niki suggested looking at Fort Collins calendar and thinking about how that would impact your operations so that those things can be considered in the process.

B. Pack Pantry- Working with Care and Share, being lead by Presidents Leadership Project, It will be located in the veterans area. Want to increase awareness and want to look at sustainability options

General Information

HLC- we really need everyone to be involved, making sure we get broad participation. Don't forget to RSVP to the event

Chris, a frozen yogurt has been added in the cantina, and the Cafe has been renamed.

The first meeting on the remodel of OUC building has happened!

Next week is homecoming. We contracted for a campaign this year and have a much larger number of people signed up. Lots of events happening. Pep Rally is 5:00-8:00 on Friday night.

Next meeting Wednesday November 12 in Aspen Leaf

Adjourned 11:18, Moved: Tanya Baird, Second: Jishirll Clifton

Submitted by: Patty Milner