

APC Meeting Minutes March 9, 2016

Called to order 10:01am

In attendance: Chrissy Holliday, Joey Donaghy, Mike Manos, Liz Grutt, Jolene Hausman, Daniella Cauffiel, Melissa Marquez, Michelle, Patty Milner, Tracy Samora, Nikki Whitaker, Lisa Vigil, Matt Lobato, Anais Escobar, Strider Swope, Justin Hiniker, Joe McKinney, Peggy Foley, Mychael Ihnat, Helen Capriogolio, and Brenda Trujill-Aranda

Justin Hiniker motions to accept February Minutes, Daniella seconds

Morale Survey Discussion: What can APC do to improve morale?

-Overall with faculty and classified staff as well as APC morale was on lower end

-Top 3 Causes: 1. Added work, no additional pay 2. Understaffed 3. Lack of a director or no support from supervisor

-Top 3 Improvements Wanted: 1. Cooperation & Communication 2. More pay 3. More resources

Possible workshops to help supervisors have better functioning teams

Use resources or people available on campus to offer expertise

Ideas from Others:

-Lunch meetings with president and ULT notes provided on digest

-Run workshop on understanding how people work best

-Professional Development Day proposed where everyone takes day off to do professional development activities

Complaints:

-Email Digest-too long and too much info

-Insufficient processes-hiring student workers, official function forms

-CRA & help desk processes

Outstanding Admin Pro Award-Nominations due Wed. March 30th, can nominate more than one person. Cannot nominate someone who has won in the last 3 years.

Committee Reports:

ULT-short meeting with president, discussed commencement, facility committee-handling OUC move and if needing to move spaces in general. Soon will have online request form

UBB-continuation of review process

Equity Study-meeting soon, haven't met since October

Searches-president executive assistant, provost assistant and VP enrollment management positions posted soon

Stronger as a Pack-50 participants for the Health Challenge, possible coffee break in April

Scholarship-Can keep adding to the fund

UBDE-none

Library Advisory Comm-none

Announcements: Joe taking position in TRiO as retention specialist, last day in CAE is March 18th

Joe motions to adjourn, Lisa seconds.