

Administrative Professional Council (APC)

Meeting Minutes

Wednesday, April 19, 2018

Members Present: Nicole Ferguson, Jennifer Quintana, Tracy Samora, Peggy Foley, Abby Davidson, Chad Pickering, Juliette Mogenson, Melanie Clague, Brenda Trujillo-Martin, Marisa Nunn, John Sandoval, Jamie Rivera, Sandy Brice, David Peralta, RaeAnn Gutierrez, Matisha Davenport, Ben Moore, Justin Hiniker, Lorraine Kennedy, Megan Gregorich-Mueller, Justin Streater

- I. Motion to commence meeting (Megan)
 - a. Minutes from March Meeting (Tracy/Jamie)
- II. Welcome and Introductions, APC Executive Committee Update
- III. Committee Updates
 - a. ULT-(Tracy) Madwoman Marketing has been hired to assist with a marketing campaign, launches on 4/19 at the Hoag Hall reception, to include tv/radio ads, showing our students “grit” and expressing their challenges and success; ads will begin on Monday 4/23; Capture HIED is being modified **please update your websites** so these links will work well and increase recruitment
 - b. UBB-(Kristy) President has asked that we monitor and measure quality of programming on campus and assess costs through peer institution review, this will be worked on over the summer to complete; may obtain funds through system; a capacity study will be proposed to chairs and deans for review
 - c. Handbook Committee-No updates
 - d. Social Events/Professional Development-(Nicole) A **downtown bike ride will occur on May 10th**, information on the website; thanks for attending bowling, good turn out
 - e. APC Foundation Scholarship Committee-(Chad) Nothing to report.
 - f. New Hires-(Peggy) Sim lab coordinator has been hired in Nursing
 - g. UBDE-(Justin) Have not met.
 - h. Satisfaction Survey-
- IV. Guest Speakers- Jennifer Quintana and Dr. Kristina Proctor, Equity Fellows
 - a. Possible 3% split between COLA and Equity; a survey will be sent out to elicit feedback; committee is being intentional about equity review and comparisons; **will not occur prior to July 1**; will be based on current and prior study; considering making the determination for Jan 1 actions as opposed to July 1 to be more fiscally responsible; prior study used data from similar sized campuses, this new data set will likely include a different set of schools that align with our Carnegie classification (size, public, masters awarding, D2); **please finish your job descriptions so that this will be accurate**
- V. New Business
 - a. Announcements
 - i. Faculty/Staff Appreciation Luncheon
 - ii. President Gala May 19, awarding Joe Folda at Parkview and the Alum of the Year
 - iii. Megan Matusik will be the commencement speaker, Alum from Lucas Films
 - iv. Veteran’s Career Fair open to students and Southern Colorado Tues 4/24 from 11-3 OSC
 - v. Volunteers for commencement needed, contact Sommer
 - vi. Health Fair at Praise Assembly April 21st
 - vii. New AD May 20th start date
New Provost June 1 start date
- VI. Motion to Adjourn

Minutes completed by: Nicole Ferguson, Secretary, APC
Submitted: April 19, 2018