

Administrative Professional Council (APC)

Meeting Minutes

Wednesday, January 10, 2017

Members Present: Derek Lopez, Nicole Ferguson, Ryan Kendall, Jennifer Quintana, Michelle Gjerde, Sarah Lawson, Jeremiah Blaha, Emily Alice, Chris Fendrich, Michael Manos, Tiffany Kingrey, Brenda Trujillo Aranda, Marisa Nunn, Heather Cornell, Justin Hiniker, Chad Pickering, Jonothan Stephenson, Ashley Marshall, Amy Robertshaw, Mattie Ross, Sommer Street, John Sandoval, Peggy Foley, Marueen Bajah, Sandy Brice, Jamie Rivera, Raeann Gutierrez, Ben Moore, David Peralta, Megan Gregorich, Tracy Samora, Haley Sue Robinson

- I. Motion to commence meeting (Derek)
 - a. Minutes from November Meeting
 - i. Motion to approve-postponed
- II. Open Issues
 - a. Onboarding Process-Proposal has been submitted to the President for review.
- III. Committee Updates
 - a. ULT-(Derek) Concerns with confidence in ourselves could be present across campus per President Mottet; President reassured the group that the System supports us and we should have confidence in that; Recommended that this be better articulated to the campus by the President; We need more exposure for positive things in the news and region; We need the media to be at everything to get the word out to the community about the good that we do
 - b. UBB-(Tiffany) President met with UBB and no formal charge has been given at this time; Upcoming meeting 1/29/18
 - c. Equity Study Committee-(Derek) New fellows to cover the equitable pay across campus; Jennifer Quintana is now a Presidential Fellow and will participate in that data gathering; currently they are looking at the Fort Collins model
 - d. Handbook Committee-No updates
 - e. Social Events/Professional Development-Bowling League could be created to raise money for scholarship; Nicole will look into leagues and report back; We should look into bike rides or something healthy to do outside, also boat rides downtown, talk to Scott Robertshaw about other outdoor events; Rockies or Skysox game
 - f. APC Foundation Scholarship Committee-(Chad) Faculty and Staff are invited to try food at the cafeteria for \$2 on January 12th from 11:30-1 all proceeds benefit classified and admin pro scholarships
 - g. New Hires-(Peggy) New position will be in Nursing to increase enrollment and simulation courses, they have room for 10 more admits for a total of 81 students; (Jono) Extended Studies will be replacing Elizabeth Grutt as she is retiring, a new advisor will be added to the team; (Tiffany) Admissions is hiring for a front desk admin and will be posting an admissions counselor position soon; (Nicole) Director of the Rec is hired and doing well, her name is Emily
 - h. UBDE-(Justin) Diversity and Equity information and research is needed to share with the President, if you have anything to share with regard to those two topics, please contact Justin Hiniker
 - i. Satisfaction Survey-Data is being reviewed and a report will be shared, the survey is open through the remainder of this week, they are hoping for another 20 respondents
- IV. New Business
 - a. The name of the OUC has changed! It will now be the Occhiato Student Center. The renovation was largely in part by student funds so the name seems more fitting. Occhiato Center Open

House will be from 10-3 on Monday the 22 and 23rd. There will be a cake, REV 89, scavenger hunt and an announcement will be made at 1:00 regarding the name change. The ribbon cutting will be on the 23rd at 1pm. We are ahead of schedule so some furniture is missing but will be completed by March. Rooms can likely be booked in April/May. You can call now for new events to reserve.

- b. Student Affairs Open House-Today at 11:30, please come!
- c. Career Center-Suit up event Feb 18th you get 40% professional work wear at JC Penney from 5:30-9pm.
- d. Food Insecurity and Homelessness-Please let us know if you are a member of any group or organization that you think can assist us in researching this information. Nicole will attach a flyer to the minutes about some things that could be used at the Pack Pantry.

V. Motion to Adjourn (Derek/Justin)

Minutes completed by: Nicole Ferguson, Secretary, APC
Submitted: January 10,2018