ASC Meeting Minutes

October 19, 2005

Present: Robin Newman, Mike Kelly, Roberta Shadle, Garrett Gilmer, Alison Delicati, Renee Eshcoff, Sarah Merchant, Kim DeLeon

Absent: David Wood, Kari Smith, Pam Zepp

Review Tape from Human Resources
  ▪ Employee Assistance program review

Athletics Committee Report
  ▪ Mike read through minutes from Sept. 14 mtg. in place of ASC representative Bernie Lowmuller

Subcommittee assignments
  ▪ Mike read through emails of individuals interested in serving on a subcommittee and we assigned them as representatives
    o Campus safety- Jay Thayer
    o University Council- David Wood
    o University Resources Policy Committee- Renee Eshcoff
    o Campus Traffic Appeals Committee- Renee Eshcoff
    o Diversity Council- Garrett Gilmer
    o Calendar Committee- we were not sure what this is and thought perhaps it refers to the Academic calendar
    o Integrity Taskforce- (started last year, created a statement of integrity for the university)- Mike was going to check with Bob Brewer to see if he’s still on the committee and as an alternative Phil Grote could serve on that committee
    o Affirmative Action- Colleen DeLong

Action Plan for Upcoming Events
  ▪ Procedures for all events are on the web site
  ▪ Discussed names of those that are and could be involved with each event based on emails of interested individuals
  ▪ Mid-Winter Auction
    o Scheduled for February 1, rooms are booked for everything
    o Rose McClendon- Bus. Manager for the school of Health Sciences
    o Barb Stonestreet- Marketing Coordinator and Academic Advisor for school of Health Sciences
    o Tina Chin- Human Resources
  ▪ Holiday Fundraising
    o Colleen DeLong
  ▪ New Employee Reception
    o Bobbi Shadle will work with CSAC
Steering Committee Members:

David Wood
481-6627
President (2005-2006)
Robin Newman
481-6029
Past President (2003-2005)
Mike Kelly
481-6620
President Elect (2005-2006)
Garrett Gilmer
481-6601
Parliamentarian (2004-2006)
Alison Delicati
481-6138
Secretary (2005-2007)
Renee Eshcoff
481-5744
Treasurer (2004-2006)
Sarah Merchant
481-5710
APSAC Representative (2005-2007)
Roberta Shadle
481-6927
At Large (2005-2007)
Kim DeLeon
481-5414
At Large (2005-2007)
Kari Smith
481-6448
At Large (2004-2006)
Pam Zepp
481-6031
At Large (2005-2007)

- **ASC Recognition Luncheon**
  - Gerald Curd- could be on this
  - Barb Romines

- **Elections**
  - Alison Delicati

- **SummerFest**
  - Mike Kelly and Kim DeLeon chair
  - All others that showed interest in a committee can assist with SummerFest

**Financial Report- Renee Eshcoff**
- IP Foundation- 597.36
- Dependent Scholarship- -2364.63
- Professional Development 2591.11
- Mid-Winter Luncheon Auction/ASC Recognition- have new account numbers
- In regards to the Holiday Fundraiser, Colleen DeLong sent a list of fundraising- 5 different vendors she’s working with. The sale of these will begin in November:
  - Selling pecans
  - Door sprays and garlands
  - Wreaths
  - Star of David for Hanukkah
  - Candles for Hanukkah

**APSAC Report- Sarah Merchant**
- Meetings held at the Alumni Center at West Lafayette
- Discussed accrual of sick time
- Health Plan (health incentive plan) has been postponed slightly until January not November
  - First part is taking an online survey- 20-30 minutes to complete
- PurdueOne updates at that meeting

**Campus Safety Committee**
- Jay was not here

**Reminders- Mike Kelly**
- Chair of an event, please supply David with list of contacts as to who is helping

**Secretary Report- Alison**
- Kirk Tolliver has notified Tina Chin about our request to send welcome letters to each new employee and she will send those names onto Alison as they come in.

**Display in Kettler**
- David will contact Cora Collander about redoing this display located right outside the Information Desk

**Next Meeting:** November 16 at 9:00am in KT 147