March 17th, 2010
10:00-11:00 KT 204K

In attendance: Kellie Hockemeyer, Daysha Jackson, Roxanne Kingsbury, Corrie Fox, Jennifer Roherty, Mandi Witkovsky and Ashley McArdle

Meeting called to order at 10:10 AM

Treasurer’s Report

- No report

Subcommittee Reports

- Mid-Winter Auction
  - The event went really well!
  - It raised more than $3500.00, which is a record for this event!
  - Congratulations to Jen Roherty, Chair of the Auction Committee, for a successful event! She has some ideas for next year and has agreed to chair the committee again.

- Recognition Luncheon
  - April 21st
  - There are several nominations for the Administrative Excellence Award and the committee to judge the nominations is being formed and will meet soon.
  - There are some issues with catering, but Daysha is close to an agreement and will have the information for ordering lunch as soon as it is available

- Summerfest
  - Committee will meet again in two weeks

Old Business

- Professional Development
o Updated web forms for both Professional Development and Dependent Scholarship requests are still needed

o A committee policy for approving professional development fund requests is needed and the Steering Committee has decided to form a sub-committee to evaluate other related policies and create something for the committee to approve. This committee will consider what is done for similar requests at PU-WL.

• APSAC Elections
  o There are nominations for every available office.
  o Elections will begin soon. Please look for e-mails asking you to cast your vote!

New Business

• The Steering Committee discussed having something on the APSAC website for APSAC members to submit questions and comments for the Steering Committee. Everyone thought that this was a good idea, but we still need to hear from HR and discuss the process for getting questions answered, etc. This will probably become an addition to the Secretary’s duties.

• Sam’s Club Open House
  o This is an opportunity for IPFW Staff and Faculty to sign-up for a membership to Sam’s Club and get a $15.00 Gift Card!
  o The Open House(s) for IPFW will be April 8th, 9th and 10th
  o Look for more information to come via e-mail

• The APSAC Steering Committee wants to encourage all members to attend the “Benefit Changes Forum” on Monday, March 29th from noon to 1:30 PM in Auer Auditorium in the Rhinehart Music Center. If you have questions or comments you are encouraged to submit them in advance to Tina Grady, Tina Sullivan or Rose Costello in Human Resources.

Meeting adjourned at 10:55 AM

Respectfully Submitted by Corrie Fox, Secretary