Meeting called to order at 10:03 AM

Subcommittee Reports

- University Council: No one was able to attend to represent APSAC.
- University Resource Policy Committee: Mandi reported that the committee is going to submit an official proposal about faculty salaries. IPFW faculty salaries are not on par with other NE Indiana schools and the committee feels we should be at least in the top half for our region.
  - Mandi attended the Space Committee (sub-committee of URPC) meeting and the notes from that meeting will be sent with these minutes.
- Diversity Council: Kim Myers will now represent APSAC on this committee.
- West Lafayette APSAC: Kim reported that the HR staff at WL will now be cross trained to better serve the University and the committee is looking at the “Conflict of Financial Interest Policy”. She also reported that A Parking permits can be used at any IU or PU campus!
- Traffic Appeals: Jen Roherty will now represent APSAC on this committee.
- Academic Appeals: We need to discover who is in charge of this committee and if APSAC still needs a representative to serve.

Treasurer’s Report

- Our current balance remains $2,347.41

Old Business

- APSAC Constitution
  - After some comments were sent about the updates the committee decided to make a few more changes (list new duties of each position that people already do but are not included in the constitution). Look for the amended Constitution which will be coming to you again via e-mail soon. We will ask for comments and there will then be an electronic vote for approval of the amendments.
• Online forms for scholarships
  o Changes will be reflected on the website for the 2011-2012 school year.

Old Business

• Holiday Fundraiser: So far, we have raised $138.00! We will continue our fundraising efforts, and cards can be ordered through our website (http://www.ipfw.edu/apsac/fundraiser/2010/default.shtml) until December 3rd. We will be having a Cyber Monday sale on November 29th and you can get $2.00 OFF of each set purchased! Please support Dependent Scholarships and Professional Development funds by purchasing some great Holiday Greeting cards (the penguin cards are especially cute: http://www.ipfw.edu/apsac/fundraiser/2010/images/jingle-penguin_800.jpg)!

• Committee Members: Per the constitution, the Steering Committee will nominate and vote on members to fill the open positions that we currently have (Parliamentarian and additional WL-APSAC representative).

New Business

• APSAC Handout will be updated again to reflect changes in membership and programming
• New Employee Orientation Dates for Spring will be determined in December and members will signup then.
• Spring programming:
  o Mid-Winter Auction – Jen R. is again chairing the event and is working on a date and location. Anyone who would like to donate ANYTHING (do you bake, craft, sew, quilt, have gifts from the holidays that you do not need?!?!) If so, we need your help!) for the event please contact Jen (rohertyj@ipfw.edu).
  o APSAC Elections – March/April – Corrie will coordinate
  o APSAC Recognition Luncheon – April 20th, 2011
  o Summerfest - will be coordinated by CSSAC
• The committee discussed the idea of having a location on the web for major committee meeting minutes so that all employees can know what information, policies, etc. are discussed at meetings. Ashley will look into this issue.

Side note:
• Jen R. brought a healthy snack for this meeting so Jennifer H. and Corrie will bring snacks for the next meeting.

Meeting adjourned at 11:04 AM

Respectfully Submitted by Corrie Fox, Secretary