In attendance: Alison Rynearson, Mary Anne Stailey, LV McAllister, Dimples Smith, Dave Peterson, James Velez and Cyndy Elick

Absent: Steve George, Bob Brewer, Roy Danielian, Rhonda Meriwether, Jennifer Oxtoby, Lisa Zerkle

Future meeting days/times for the steering committee will be changed going forward. New meeting dates will be shared online and in meetings when agreed upon.

Meeting called to order at 2:15 PM

September meeting minutes reviewed/approved – motioned by James Velez and 2nd by Dave Peterson

Lunch with Chancellor – Chancellor Carwein shared some of her ideas with Alison, Rhonda and Bob for the campus moving forward.

West Lafayette - no official report as neither Jennifer or Steve were able to make this meeting. Purdue announced the next Lovell program on October 26th at 3pm. Details on how this campus might participate were not known but believe they will be shared via the APSAC listserv and Inside IPFW.

Treasurer’s report –
- APSAC Discretionary Fund - $1945.30
- APSAC Profession Development Fund - $626.42
- APSAC Dependent Scholarship Fund - $535.85
- APSAC General Fund - $1212.78
- APSAC Events - $43.58

Seeking advice on appropriate method to transfer funds from Dependent Scholarship to either Professional Development or Discretionary Fund. These funds were not used when the last awards were made as some dependents were no longer eligible. James Velez motioned the Treasurer’s report be approved and 2nd by Dave Peterson.

HR Updates – we discussed the Winter Recess that has been approved for just 2015. Kirk had distributed the guidelines for essential and non-essential personal. Some departments will need to have staff in some time during this period due to reporting or awarding needs. As the buildings will be locked access into the buildings will need to be addressed.
Benefit enrollment begins Oct. 26. There will be walk-in labs for assistance, new coverage is basic dental and increase to vision coverage. HR will plan and announce presentations once they receive needed information from Purdue. Reminder! If you are a non-smoker be sure to select that as the default enrollment screen is set for smoker! You would incur a $500 additional charge if left at the default.

For departments currently using Kronos (electronic time card system) a newer version goes live on December 7th.

Changes to APSAC Constitution - due to so many members not being in attendance we opted to hold until our next meeting. Dimples did make a suggestion on a change which was done. The revision was since shared with the steering committee members with notice that we will move forward at our next meeting.

APSAC Business
Committee Assignments
- Diversity Council – James reported the Showcase scheduled for Nov. 4th
- University Council – Alison next meeting Nov. 12
- URPC – Cyndy next meeting Nov. 4th
- SCOA – James reported they meet tomorrow
- Campus Budget Committee – Alison not met yet
- Homecoming – James no updates
- Fall Fest – James there is a microsite [http://www.ipfw.edu/microsites/fallfest/](http://www.ipfw.edu/microsites/fallfest/) and a Facebook page

Next meeting to be announced

James motioned the meeting be adjourned and Dave 2nd at 3:12 PM.