February 16th, 2011
10:00-11:00 KT 147

In attendance: Kellie Hockemeyer, Jennifer Horrom, Garien Hudson Corrie Fox, Jennifer Roherty, Julie Schrader, Kathy Skurzewski, Ashley Simmons and Mandi Witkovsky.

Meeting called to order at 10:00 AM

Meeting minutes from January were approved.

Treasurer’s Report

- Julie shared the current APSAC account balance which is $3,172.31. She noted that there is one person who donates money to APSAC via a payroll deduction. The committee would like to make this known, it is possible to donate very little and make a huge difference! Please consider payroll deduction (even $00.50 is helpful!).

Subcommittee Reports

- University Council: Meeting on the 17th
- University Resource Policy Committee: No meeting.
- SPARC: Meeting on February 22nd
- SCOA: Met to discuss the eligibility of a student athlete. The committee is currently discussing a special scheduling request for 2011-12 academic year
- Diversity Council: Working on the Diversity Showcase and flyers for the event have been posted around campus. The Council is looking for people to participate in the event, if interested please respond to the online submission form: https://purdue.qualtrics.com/SE/?SID=SV_OHDh0Kr9pkQ1mRK. “Diversity Showcase 2011: 3 Dimensions of Diversity – Civility, Appreciation and Awareness” will be held on Thursday, March 24th, 2011
- Campus Safety: Jennifer Horrom will serve on this committee for APSAC
- Traffic Appeals: Jennifer Horrom went to represent APSAC and reported that there were several appeals discussed at the meeting. It was noted that people should not park on the grass unless directed by an official to do so.

West Lafayette APSAC
Neither of the representatives were able to make the meeting, please look for the minutes to be sent your e-mail.

**APSAC Constitution**

- Voting in progress to approve. Please vote via the link sent to you. Thanks to Mandi for her work with this!

**New Employee Orientation Dates/Welcome Wagon Update**

- We need to work on a way to get the “welcome gift” to the new APSAC members; it did not go as smoothly as we thought at the last Orientation. Also, when someone goes to the New Employee Orientation to represent APSAC they will be expected to speak briefly about APSAC and stay for lunch with new employees.

**Spring Programming**

- Mid-Winter Auction – The March Mayhem event is set for Monday, February 28th, 2011 from 12:00 PM- 1:00 PM in Walb Ballroom. **PLEASE attend and bid! Please also bid in the online auction which will end on Friday, February 25th at 5 pm.**
  - There are many great items, thanks to all who donated!
  - Attendees will bring their own lunch, but dessert will be provided by the APSAC Steering Committee.
  - **Please note that this year’s event is in the Ballroom so there is room for more people!**

- APSAC Elections – Call for nominations coming soon. This year we will need the following positions filled:
  - 3 At-Large Positions
  - President Elect

- APSAC Recognition Luncheon – April 20th, 2011
  - Kellie will coordinate the Administrative Excellence Award so this is your reminder to be thinking about colleagues who deserve to be nominated!
  - If you received a degree in 2010 please notify Corrie Fox (foxc@ipfw.edu) so that you can be recognized at the event.
  - The Community Spirit Award was discussed with CSSAC and it was decided that this award will not, this year, be awarded at the Recognition Luncheon but we will take some time to work on the award and have a winner in time for Summerfest.
Hot Topics/New Business

- There was a request for Professional Development funds. This will be voted on via e-mail and the person requesting will be notified of our decision.
  - There is a sub-committee being formed to look at the Professional Development fund and how money is awarded as well as the way funds are requested.

Meeting adjourned at 11:04 AM

Respectfully Submitted by Corrie Fox, Secretary