Tuesday, August 20, 2014  
Kettler G98  
IPFW APSAC Meeting Minutes

In attendance: Rhonda Meriwether, Steve George, Roy Danielian, Mary Anne Stailey, Alison Rynearson, Kim De Leon, Jennifer Oxtoby, Dave Peterson, Shawna Squibb, Cyndy Elick, Lisa Zerkle

- Meeting called to order at 12:03pm by the President
- July 15 Meeting Minutes reviewed and approved – Motioned by Jennifer, 2nd by Steve
- Summer Fest Evaluation
  - 128 people responded to the Summerfest Survey.
  - Overall responses were very positive including great food, loved car show, great giveaways.
  - Committee heard positive comments from many guests.
  - Biggest area of concern in the survey was salary levels. Rhonda will reach out to CSSAC to discuss this with them.
  - Full survey results can be seen on the “O” drive under Summerfest.
- West Lafayette Meeting Report
  - The West Lafayette APSAC president had a baby so the meeting was chaired by her 2nd in command, Chris.
  - Luis discussed changes to leaves. This is being delayed.
  - WL has hired a full time physician for their clinic.
  - WL is opening another child care center.
- Treasurer’s Report
  - Cyndy distributed a hand out (below) showing current state of APSAC fiscal affairs.
Dependent Scholarships Fund has been awarded, but had not been withdrawn from the account. The DSF is now off of our website.

The Professional Development Fund made money on t-shirts and the bake sale at Summerfest.

Treasurer’s Report motion to approve by Jennifer, 2nd by Rhonda.

Secretary’s Report

New hires have been added to the APSAC listserv and welcome letter has been sent to them.

Xerox Meeting

Cyndy updated the committee on Xerox. Purdue WL outsourced their printing operation to Xerox. Regional campuses can participate in this contract. IPFW is investigating the option.

Xerox did a presentation on campus:

- All current printing service employees would be hired by Xerox for a minimum of 6 months at comparable salaries/benefits.
- For B&W print jobs, cost to departments would go up by approx. 7%.
- For Color print jobs, cost to departments would go down by approx. 54%.
- Currently, ordering thru Xerox is a difficult process. You have to submit an online order which then has to be pulled into Ariba for a P.O. They are working to streamline this.
- IPFW is waiting to see the WL Customer Service Satisfaction Survey about the Xerox transition.
- IPFW will most likely go to Xerox for the cost savings to campus.
- Xerox will probably bring in their equipment and run it out of our shop.

USAP Update

The Task Force completed 40 hours of workshops in training for USAP.

Their job is to align departments with strategic goals for the University.

They will be meeting soon to forge plans for meeting with departments in order to further this goal.
- The Task Force will also be developing metrics to determine if departments are meeting their goals.
  - The Task Force stressed that they are not decision makers; they are auditors who ask questions and make recommendations.
    - They advised that the Chancellor views the Task Force as Trustees of the University.
  - The Task Force has 24 members from faculty and staff. They have monthly meetings and provide online updates of their results.
  - The Task Force feels that open, honest communication is the key.
  - If you have questions/concerns about issues on campus, please visit this website:
    - [https://www.ipfw.edu/microsites/usap/questions-answers/index.html](https://www.ipfw.edu/microsites/usap/questions-answers/index.html)
    - The survey is anonymous and the issues raised go straight to the Chancellor.

- APSAC Business
  - The following people were confirmed to serve on these committees:
    - Diversity Council: Steve George
    - University Council: Rhonda Meriwether
    - SCOA: Shawna Squibb
    - URPC: Cyndy Elick
    - Campus Traffic Appeals: Lisa Zerkle
    - Campus Calendar Committee: Dave Peterson
    - University Budget Committee: Alison Rynearson

- Meeting adjourned at 1:06pm.