Tuesday, July 15, 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, Lisa Zerkle

Absent: Cyndy Elick

- Meeting called to order at 12:03pm by the President
- June 11 Meeting Minutes reviewed and approved – Motioned by Shawna, 2nd by Alison
- Setting Meeting Dates:
  o Committee unanimously voted to continue meeting the 3rd Wednesday of each month. Rhonda will book G98 for the meetings.
- Rhonda requested that all committee members advise her if they do not have access to the APSAC “O” drive
- Webpage updates – Cyndy has been updating this, Jennifer has offered to assist
  o Updates to include contact info and pictures of the current committee.
- Review of APSAC website and its offerings.
- Professional Development Grants
  o Deadline is August 1, 2014 and application form can be found on the APSAC website.
  o Baked Goods and T-shirts will be sold during Summerfest to raise money for Professional Development.
  o Committee discussed using Professional Development money to offer opportunities for everyone instead of specific individuals.
    ▪ Shawna moved this to vote, Jennifer seconded. Motion carried.
    ▪ Website will need to be updated to reflect this. Jennifer will investigate:
      • Removing ‘individual’ language from the website after the 8/1 deadline.
      • Preparing a new communication piece regarding the change in the Professional Development funding
      • Removing the 12/1 deadline.
Jennifer discussed the need for an APSAC newsletter in August to discuss Professional Development, New Members, the West Lafayette APSAC Meeting at IPFW, and Summerfest among other items.

Jennifer proposed discussing with the Chancellor and Executive Committees the need for funding and equality across the University for Professional Development.

Committee members are asked to explore Professional Development options to present at the August meeting for presentation to the Chancellor.

Committee will investigate tying in with West Lafayette Professional Development presentations via web cam. We will partner with HR on these.

Jennifer will create the Application Document for Individual Professional Development in the event someone applies before August 1st.

Summerfest 2014: Then and Now
- Will take place on July 16th
- Approximately 500 people have signed up.
- T-shirts are sold out.
- Salsa Grille is catering
- Many activities will be offered.
- Lots of door prizes available for those in attendance – if they correctly answered the ‘skill’ question on the sign-up sheet.
- Rhonda will create a Summerfest follow up survey to be sent out by the end of the week (7/18)

West Lafayette Visit/Report
- West Lafayette APSAC committee met at the Alumni Center on July 9th.
- Goal of visit was to help them understand our unique structure and how committed we are to student success.
- West Lafayette committee was very happy with their visit and the outcome.
- See attached minutes from West Lafayette meeting as taken by IPFW APSAC.

Treasurer’s Report: None

Secretary’s Report
- New hires have been added to the APSAC listserv and welcome letter has been sent to them.

APSAC Business:
- The following people were unanimously elected to serve on various committees:
  - Diversity Council: Steve George
  - University Council: Rhonda Meriwether
  - SCOA: Shawna Squibb
  - URPC: Cyndy Elick
  - Campus Traffic Appeals: Lisa Zerkle
  - Campus Calendar Committee: Kim De Leon
- University Budget Committee: Alison Rynearson

- Upcoming Events:
  - Summer Fest – July 16
  - Family Picnic – September 14
    - Kim Wagner/Chancellor office taking lead. They will contact APSAC if they need assistance.
  - Fall Fest – October (date TBD)
    - Currently a joint event between APSAC and HR.
    - Discussion:
      - Last year’s event was not well received by staff
      - Event is supposed to be Student Focused, should IPSGA be involved in planning/execution of event?

- Questions:
  - Do we still do a fall fundraiser?
    - It was tied to the scholarship program which is being discontinued.
    - We may continue with Candy Grams
    - Shawna is exploring fundraising opportunities for Professional Development.
  - Is this the right forum to discuss a comprehensive University wide review of salary and benefits? And can we be more aggressive about this?
    - We are more of a representative committee, but maybe we can influence the direction.
    - We are encouraged to talk to task force members and/or visit the qualtrics from on their web site.

- Motion to Adjourn by Rhonda; seconded by Roy. Meeting adjourned at 1:20pm.