

APSAC Meeting Minutes
September 24, 2007

Members Present:

Juan C. Casas (Chair), Hal Lusk, Donna Weidenfeller, Kara Griffin, Melissa Gonzalez, Larry Steffel, Michele Gilhooly, Mary Haynie

Members Not Present:

Mary Beth Rincon, James Rogers

Meeting called to order at 10:00 a.m.

I. Officer Reports:

- a. **Juan C. Casas**, Chair –Professional Development account was set up by Juan and employees are free to contribute.
- b. Issues should be brought to the University Forum which consist of SLT, and governance groups.
- c. APSAC members and constituents are invited to presentation to be held at PWL on October 17, 2007, with John G. Miller presenting information on “Personal Accountability and the QBQ.

Hal Lusk

- d. Hal asked for any questions that should be presented to Nabil Ibrahim. He will be leaving the university at the end of October.
- e. Hal reported that the staff picnic was a huge success.

II. Chancellor attended today’s meeting and stated that President Cordova will form working groups focused on key areas identified during her visits with students, staff, faculty, administrators and alumni at the Purdue campuses and have a draft plan ready for discussion in early spring to present to the trustees in May.

- a. Senior Leadership Team, Deans, Heads of Governance will meet by October 1 to help develop new goals for the future strategic plan.
- b. APSAC should coordinate goals with university process.
- c. “In what sense does APSAC have strategic objectives?”
- d. APSAC should take active role with representatives from other campus departments.
- e. The Chancellor asked for advice.

III. Subcommittee Reports:

a. Fundraising (Kara Griffin)

- i. Committee met with Judith Kaufman to discuss what services should be targeted for faculty and staff, such as dry cleaning and shoe repair.
- ii. Judith suggested we start with a survey, open process and take best proposals.

b. Communication (Terri Chance)

- i. Terri Chance is working on updating the web page. Rob Peterson is the person to contact.
- c. **Engagement** (Michelle Gilhooly)
 - i. Convocation is set for Friday, January 25th at 8:00 a.m.
 - ii. Chancellors will provide funds for convocation.
- d. **Membership**
 - i. Membership terms were discussed
 - ii. Orientation of new AP staff members to APSAC was also discussed. New employees need to be made aware of APSAC and its purpose.
 - iii. Juan wants to recognize outgoing members with a certificate.
 - iv. All positions are filled. All positions are for three years.
 - v. Terri Chance, Melissa Gonzalez, Donna Weidenfeller and Michelle Gilhooly's terms will expire 2010. Each June new members start their terms.
- e. **Professional Development** – Melissa Gonzalez
 - i. Suggested a convocation calendar with all events
 - ii. Melissa will work on developing computer training for employees on new software packages. Colleen Robison should be used as a resource.
 - iii. Juan will assist Melissa with committee responsibilities.
 - iv. Juan will contact Chanda Hott, from University Village to collaborate professional development ideas.
- f. **Director of Human Resources – Absent** - Laura Odom and Heather Runyan attended meeting.
 - i. Laura informed members that a third health plan will be offered this enrollment session.
 - ii. Evaluations were sent out to campus community and some results were reported by Laura. Only 19% of the faculty and staff answered survey. Laura can provide the report if members are interested in the results. One complaint was the issue of wages and increases. Salary issues will be reviewed and a possible adjustment may be made such as the one given to clerical.
 - iii. Heather Runyan presented information about the new Taleo recruiting system. Handouts are available upon request from Donna Weidenfeller. New program will be available October 1, 2007. Search committees will have an easier time reviewing candidate's credentials/resumes. Taleo system will make it easier for H.R. to review candidates.

IV. University Committees

- a. AQIP – Juan C. Casas – No report
- b. Advisory Committee on Equity – No report
- c. Bookstore Advisory – James Rogers – No report
- d. Campus Security Advisory Committee – Larry Steffel – No report
- e. Chancellor's Meeting – Juan C. Casas – information presented – See Officer's Report above.
- f. Food Service Advisory Committee – Terri Chance – No report
- g. Multicultural Campus Council – Michelle Gilhooly – No report

- h.** Parking Policy Advisory Committee – Mary Haynie – No report
 - i.** Recycling Steering Committee – Open
 - j.** Student Services Fees - Juan C. Casas – No report
 - k.** Traffic Appeals Board – Mary Haynie - Donna Weidenfeller alternate – No report
 - l.** University Forum – Juan C. Casas/Hal Lusk – met Friday, September 21, 2007. Discussion was held regarding increase in salaries and professional development.
- V.** Next Meeting
- a.** Lorraine Fiordelisi should be invited to discuss Student Employment.

The meeting was adjourned at 12:00 p.m.

The next APSAC meeting is scheduled for October 16, at 9:30-11:00 a.m. in SUL 307.

Minutes recorded and respectfully submitted by:
Donna Weidenfeller, APSAC Secretary