

APSAC Meeting Minutes

Tuesday, June 16, 2015 / Gyte 181C / 9:30AM - 11:30AM

Members Present: Linda Robinson, Sheila Stephenson, Suzy Giannini, Debra Grant, Sammy Chapman, Sara Witt, Gail Kemper, Julie Wijek, Amanda Champlin, Kim Wasniak and Michelle Clauss.

Members Absent: Pam Eggebrecht

Meeting called to order at 9:31 am

Approval of Minutes May meeting minutes were approved.

Officer Reports

1. Chairperson: Linda Robinson
 - a. Two new members will join us at the June meeting: Amanda Champlin and Gail Kemper.
 - b. APSAC sub-committee and university committee representatives were selected.
 - c. With the unification, we discussed unifying PUC / PNC APSAC and updating the bylaws. Linda is going to send us a copy of PNC & PUC APSAC bylaws.
2. Vice Chairperson: Julie Wijek – no report
3. Secretary: Pam Eggebrecht – no report
4. Treasurer: Debra Grant – no report

Subcommittee Reports

1. Communications: Pam Eggebrecht, Sara Witt and Kim Wasniak – website is updated.
 - a. AP email distribution list updated to include management professional staff. Kim checks the APSAC email inbox.
2. Engagement: Sammy Chapman, Amanda Champlin and Sheila Stephenson – plan an open forum in October 2015.
3. Fundraising & Professional Development: Kim Wasniak, Pam Eggebrecht, Julie Wijek and Sheila Stephenson
 - a. Funds used for Professional Development.
 - b. In December 1, 2015 Alumni Hall is reserved for an APSAC fundraiser. We discussed details of what to charge (flat rate) and contracts with vendors.
 - c. APSAC & CSSAC could both fund professional development opportunities together and share the cost. Individual or group professional development.
4. Membership: Kim Wasniak, Debra Grant and Gail Kemper – no report.
5. Add Hocks:
 - a. University Picnic is Friday, September 18th plan on 450 people to attend.
 - b. Sports Theme with ball park type food. Quotes were obtained for food. Student athletes will walk around passing out snacks. We have grills, vendors need to bring charcoal & grilling utensils (check with John Bachmann about the grills and tent(s)).
 - c. Check on popcorn machine and DJ.
 - d. Ideas for giveaway items for the picnic and shirts for APSAC, CSSAC & SLT.
 - e. Athletics department has some decorations we can use.

Asst. Vice Chancellor for HR/Policies and Procedures

1. Discussed luncheon with the Chancellor.
2. Each benefit-eligible employee hired prior to January 1, 2015 will receive a benefits redistribution of \$1500.00 as a one-time lump sum and merit pay raise on check in July 2015.

University Committee Reports

1. Campus Security Advisory: Sammy Chapman & Gail Kemper (backup) – no report
2. Bookstore Advisory: Sara Witt – contacted Becky Birch to verify if this was an active committee.
3. Administrative Leadership Meeting: Linda Robinson & Julie Wiejak – enrollment up 12.8%
 - a. Students - Package / view book for their specific major.
 - b. Live stream of commencement was well received.
 - c. PNW website launched in April 2016.
4. Food Service Advisory: Sheila Stephenson & Sara Witt (backup), – no report
5. Multicultural Campus Council: Sheila Stephenson & Amanda Champlin – no report
6. Parking Policy Advisory: Sara Witt & Sammy Chapman (backup) – no report
7. Traffic Appeals Board: Amanda Champlin & Linda Robinson (backup) – no report
8. AQIP: Debra Grant – no report
9. University Forum: Linda Robinson & Julie Wiejak – no report
10. West Lafayette Representatives: Susan Giannini & monthly alternating rep. – Chancellor Search – job is posted. There is a 5% increase on summer enrollment.

Open Comments / New Business:

Important Dates to Remember:

1. **Next Meeting: Tuesday July 21st at 9:30-11:30 am in Gyte 181C.**
2. **Wednesday, July 8th PUWL APSAC meeting at Purdue North Central. This will be an all-day meeting for those that are able to attend.**
3. **University Picnic is Friday, September 18th.**
4. **September meeting with PNC APSAC.**
5. **October – open forum.**

Meeting adjourned approximately 11:00 am