

Purdue University Calumet/APSAC Minutes
Tuesday, August16, 2011 at 9:30AM in SUL 307

Members Present: Abbas Hill, Shelly Robinson, Kristin Kassela, Aquinas Lewis, Tim Loudermilk, Jan Gonzalez, Lisa Kovacs, Paul Pratt, Michelle Clauss, Diana Arroyo

Members Absent: Brian Domenget

Officer Reports

Chairperson: Abbas Hill

Meeting called to order at 9:38 a.m.

July Meeting Minutes were approved.

- Chair reported that he sent emails to all university contacts for subcommittee involvement by APSAC members
- Chair will review and correct governing documents and will update website
- Chair or co-chair will send welcome letter from APSAC to all new A/P staff; list will be sent from Michelle Clauss each month

Subcommittee Reports

- A. Communications/Jan Gonzalez & Abbas Hill –Abbas has reviewed and updated all documents on website including minutes, new member listing, updated subcommittee listing and APSAC meeting listing. West Lafayette documents will be posted shortly. Also, 2011 Picnic information was added to website main page.
- B. Membership/Jan Gonzalez– No report.
- C. Professional Development/Shelly Robinson & Aquinas Lewis – Next meeting scheduled for 8/23/11
- D. Engagement/Jan Gonzalez – No report. (December event, plans begin in September)
- E. Fundraising/Abbas Hill & Jan Gonzalez –
 - a. Jan and Abbas to meeting to discuss plans for possible fundraising ideas or events
 - b. \$857.10 check was forwarded to Abbas from last Wendy’s fundraising event. Should additional Wendy’s events be planned for the future, members of APSAC must be present during event hours
 - c. We will hear soon regarding account balance of budget
 - d. Potential Ideas:
 - i. Employee payroll deductions – Michelle Clauss to contact Mary Jane Dopp for information on proceeding with idea
 - ii. Market Day – Shelly brought information regarding Market Day, either monthly or one-time per year fundraising possibilities – Provided to Abbas for fundraising meeting
 - iii. One Cause and Scrip – Kristin to provide information for fundraising meeting
- F. West Lafayette/ Paul Pratt– No report; Paul could not attend meeting, Shelly was out of office. Paul will provide meeting minutes from WL to Abbas for website.
- G. Human Resources/Michelle Clauss – Michelle talked about possible changes to upcoming benefits; however, nothing has yet been set in stone. Some ideas have been presented for possible cost savings, including adjusting premiums and coinsurance amounts, working with identified labs for savings, tobacco user surcharge, spousal surcharge and on-site pharmacy or clinic.
 - a. There will be a new vendor for flex spending account for next year. Information will be

sent from HR with details and instructions.

- b. Changes to OT pay will take place in December regarding pay for actual hours worked and call back pay

University Committee Reports

- A. AQIP/Aquinas Lewis– Aquinas met with Beth Pellicciotti regarding AQIP (notes attached). AQIP Leadership meetings are headed by Daniel Hendricks, VC Advancement, and take place the third Friday of each month
- B. Bookstore Advisory/Kristin Kassela– No report.
- C. Campus Security Advisory/Tim Loudermilk –No report. Next meeting in October.
- D. Chancellor’s Meeting/ Abbas Hill– No meeting/No report.
- E. Food Service Advisory/Abbas Hill & Paul Pratt – Monthly meetings will begin in Fall.
- F. Multi-Cultural Campus Council/Kristen Kassela – No report.
- G. Parking Policy Advisory/Diana Arroyo – No report. Next meeting scheduled for 8/18/11.
- H. Student Service Fees/Jan Gonzalez – No report.
- I. Traffic Appeals Board/Tim Loudermilk – No report.
- J. University Forum/ Abbas Hill – No report.

New Agenda Items:

- A. Subcommittee listing is updated; let Abbas know of any changes or revisions.
- B. Faculty Staff Convocation will be held 8/17/11; Abbas will speak on APSAC accomplishments and goals for the year and will also introduce all APSAC members.
- C. Picnic
- D. Photo of APSAC group for website
- E. Alternate members for subcommittee – If possible, please find alternate if you are unable to attend a scheduled subcommittee meeting for which you are responsible; communicate alternates name to committee organizer.

DATES to remember: Next meeting is Tuesday, September 20 at 9:30AM in SUL 301.

Employee Picnic – Calumet County Fair is scheduled for Friday, September 23. Please attend planning meetings when possible.