

Monday, March 20th from 1:00-2:30pm in the HR Conference Room (KT G06)

1. Call to Order / Questions about Minutes-Cassandra
2. HR Updates, Dimples
 - The engagement survey will now be called the Pulse Survey. It will launch March 28 or April 4 and will contain 9 questions. The focus is to get feedback from employees about their needs during the realignment process. There will be focus groups put together in May and a call will be put out for participants.
 - HR is also focusing on the process of hiring temporary workers. Any supervisor looking to hire temp workers needs to go through HR first.
3. W.L. Report, Steve & Shawn
 - Nobody from IPFW was able to attend
4. Treasure's Report, Allyson
 - Usual donations and 1 trip to W.L.
 - A motion to split the Summerfest dollars raised was posed by Cassandra and seconded by LV. The vote was unanimous in favor of splitting the funds raised.
5. APSAC Business: Committee Assignments
 - Food Service, LV: a survey went out on March 13th to assess what is being utilized and to collect feedback on what is working and what is not. The survey is still open and the preliminary data will be looked at during the next meeting on April 10.
 - Diversity Council, Kim: Kim has not received any communication and is unsure if this committee is still active
 - University Council, Cassandra: hasn't met. Cassandra's understanding is that they only meet once per semester
 - Athletics, Kayla: last meeting did not have enough members in attendance to conduct business
 - URPC, Shawn: did not meet
 - Campus Traffic Appeals, Allyson: all 7 were upheld. Cassandra brought up an issue from students that the handicap parking in the staff/faculty lot beside ETCS is confusing because it has handicap signs but also faculty/staff signs
 - University Budget, Cassandra: had 8-11am budget presentations today, meeting every day this week, and want to finalize everything on Friday
 - Homecoming, James: James not present at APSAC meeting + homecoming has finished. Allyson said there is a link to submit theme suggestions for next year.

- Health Fair, Bruce: set up at 1pm, there will be 114 tables representing different entities. The event has full university status so departments can shut down for 1 hour to attend
- Staff Recognition, Allyson & Kara: last meeting was canceled but everything is good to go. There is a process to reserve tables ahead of time and the check-in process will be easier this year
- Excellence Award, Kara: the person has been selected and it was a tough decision

6. Other Business:

- a. APSAC/CSSAC combining efforts for Summerfest.
- b. Staff Recognition Luncheon seeking volunteers (8) to help with check-in/seating. Let Allyson know if willing to volunteer
- c. Purpose of APSAC? How can we bridge the gaps between our constituents, APSAC, and the Chancellor?
- d. Starting election process. We need to pick up a president-elect and 2 at-large members. Nominations are due by May 1 and elections by June 1.
- e. There is on-campus property insurance if needed. \$1000 deductible, contact Steve
- f. Questions about janitorial staff restoring some services as certain buildings do not seem to be kept up (ex. Science Building stairwells).

Next meeting: April 17th from 1:00-2:30pm in HR Conference Room (KT G06)

Upcoming Events: Summerfest- July 19, 2017.

Alison, Allyson, Bruce, Cassandra, James, Kara, Kayla, Kim, LV, Shawn, Steve