

Monday, April 19, 2021 1:30-3:00PM – Zoom meeting

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## COUNCIL MEETING MINUTES

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Members present: Kristine Frye, Sharon Wight, Regina Gordon, Karla Yauchler, Vanessa Mettler, Doug Hess, Renan Reilly, Crystal Milton, Roberta Shadle, Ranada Clark

Couldn't attend: Christina Egbert

HR Representative: Melissa Helmsing

Consulting group members:

*Call to order: 1:36 pm*

1. March Special Guest – Dr. Hammonds – KT 168, also in Walb
  - 1.1. Should we put out a survey to the APSAC population to find out their DEI needs?
2. Approval of Previous Month's Minutes: approve by email
3. APSAC Consultants Group: none
4. HR Updates: No updates
5. Treasurer's Report: Christina
  - 5.1. \$5.50 was added to APSAC Foundation account in revenue
6. New Business: (all new business items got moved to April)
  - 6.1. How can we as employees contribute to how we can work better?
    - 6.1.1. Initiative to undergo with CSSAC
    - 6.1.2. In March MAPSAC meeting President Daniels; things have been changed because of COVID and we've learned some things about how we work as teams, university
      - 6.1.2.1. How can we take these lessons and contribute to how we can work better?
      - 6.1.2.2. Vanessa asked Christi Hall about partnering with APSAC to put that question out to the greater population – what can we do better as a university population and build on what we have already done?
      - 6.1.2.3. Vanessa and Christi CANNOT take part – they can look at the things behind the scenes, but due to their roles in HR cannot guide those conversations.
      - 6.1.2.4. What do we need to explore keeping after COVID? What do we need to explore changing? How do we get back to appreciating people in the same ways as before (Summerfest)? How do we appreciate people in new ways?
      - 6.1.2.5. Renan is going to make contact with someone from CSSAC
    - 6.2. Short presentation from Vanessa on how things are going 2 years into Success Factors.

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- 6.2.1. Changes Payroll has made to the process – all forms done within Payroll now instead of with business managers or in departments
- 6.2.2. How the system has changed to be used better
- 6.2.3. Ask for feedback from APSAC membership
- 6.3. Moving of Fall 2021 meetings to 2-3:30 PM
- 6.4. Elections
  - 6.4.1. Send call for nominations out to population first week of May
  - 6.4.2. Work on ballot in May meeting
  - 6.4.3. Nan Bremmer - Inside PFW
- 6.5. Future meetings
  - 6.5.1. No June/July
  - 6.5.2. 2 hr meeting in May
  - 6.5.3. Early August meeting for choosing sub committees/welcome; plus normal August meeting
- 7. Committee Reports
  - 7.1. APSAC Fundraising Committee: Karla Yauchler, Renan Reilly
    - 7.1.1. April/May fundraiser – Date TBD with advancement; will not be the week of Spring Fling
      - 7.1.1.1.1. Christina suggested move because of Chancellor punch cards
      - 7.1.1.1.2. Working with Campus Food service to set up a lunch fundraiser
      - 7.1.1.1.3. Similar menu
      - 7.1.1.1.4. \$12 a piece
      - 7.1.1.1.5. 20% back to APSAC,
      - 7.1.1.1.6. Pickup rather than delivery
    - 7.1.2. Qualtrics survey
      - 7.1.2.1. Another idea to work with PFW business owners.
      - 7.1.2.2. Survey to gauge interest
    - 7.1.3. Payroll Deduction
      - 7.1.3.1. Different answers
      - 7.1.3.2. Information about how to do it by contacting advancement
    - 7.1.4. Info from April meeting
      - 7.1.4.1.
  - 7.2. APSAC Professional Development Committee: Regina Gordon, Crystal Milton, Kris Frye:
    - 7.2.1. Survey
      - 7.2.1.1. Renan sent survey to PD committee – working on getting user for APSAC email to put everything in one place in Qualtrics

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- 7.2.1.2. Survey will be under Crystal's user for now, but can be shared with everyone as collaboration
- 7.2.2. Coming to the end of our book read – last meeting on May 10
- 7.2.3. Talk of doing another book read; send out a survey on how things went this time.
- 7.3. APSAC Scholarship Committee: Kris Frye, Bobbi Shadle
  - 7.3.1. No money for next semester
- 7.4. Budgetary Affairs Subcommittee: Crystal Milton
  - 7.4.1. Nothing to report
- 7.5. Campus Master Plan (APSAC/CSSAC Presidents): Doug Hess
  - 7.5.1. Haven't met in awhile; recent HLC meeting re-certification
- ~~7.6. Campus Traffic Appeals: Bobbi Shadle~~
- 7.7. Chancellor's Diversity Council: Ranada Clark
  - 7.7.1. Last meeting March 29
    - 7.7.1.1. Walked through thought process of what ODMA is going to look like, mission statement, new structure
    - 7.7.1.2. CDO, associate CDOs, co leads, and broken into 5 committees.
    - 7.7.1.3. Hired a new director – Rhonda Meriwether
    - 7.7.1.4. Talked through goals
      - 7.7.1.4.1. Assist creation of 2021-22 diversity plan
      - 7.7.1.4.2. Monitor 2025 DEI plan components
      - 7.7.1.4.3. Recommend DEI initiatives
      - 7.7.1.4.4. More to come
    - 7.7.1.5. Met with Chancellors Diversity group and other group and will be combining them
- 7.8. Employee Recognition and Excellence Award: Courtney Sullivan and Karla Yauchler (need replacement members)
  - 7.8.1. Trying to find out what is happening at the institutional level this year
- 7.9. Faculty Senate: Doug Hess (until President Elect is appointed)
- 7.10. Food Service Committee: Vanessa Mettler
  - 7.10.1. Meets quarterly
  - 7.10.2. Meeting 4/19/
    - 7.10.2.1. Student asked questions – prefer facilities to be open 5-7
    - 7.10.2.2. Arent aware of different food options out there
    - 7.10.2.3. Suggested a dollar menu, later hours, alternate options, open later, and noted that food is priced too high
    - 7.10.2.4. Carnival went well

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- 7.10.2.5. Issue that if anyone is getting certain foods at Einstein – cooler is broken
- 7.10.2.6. Looking to put together a how to use catering tutorial
- 7.10.2.7. Uptick in use of food service
- 7.10.2.8. Next meeting in end of July/early August
- 7.11. Well-being Team: Christina Egbert
  - 7.11.1. Last meeting 3/10
  - 7.11.2. Well being summit 3/24
  - 7.11.3. Look at the website and see if there are things you want to sign up for!
- 7.12. Mastodon Athletic Subcommittee: Doug Hess
  - 7.12.1. No news
- 7.13. Strategic Planning Committee: Doug Hess
  - 7.13.1. No news
- 7.14. Summerfest: Deferred
  - 7.14.1.
- 7.15. University Budget: Doug Hess
  - 7.15.1. Met Friday
  - 7.15.2. No one able to travel until 2022 cycle
  - 7.15.3. Academics unable to have PD on their side
  - 7.15.4. Budget – must be done by the end of the month 8% decrease for the fall.
- 7.16. University Council: Doug Hess
  - 7.16.1. Nothing
- 7.17. University Resource Policy Committee: Sharon Wight
  - 7.17.1. Space Committee Report
  - 7.17.2. LTL report
- 7.18. West Lafayette Representative: Regina Gordon, Vanessa Mettler
  - 7.18.1. Winter recess got approved for December
  - 7.18.2. WL getting merit increases, not extended to regional campuses
  - 7.18.3. WL tracking COVID vaccines -see how many people are getting it
  - 7.18.4. Opened COVID vaccines to employees, spouses, dependents and retirees on their campus
- 7.19. PFW Prepared Committee: Doug Hess
  - 7.19.1. Recommendations about to come out that are going to the Chancellor
  - 7.19.2. Discussed in town hall Friday April 16
  - 7.19.3.

8. Old business: none



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9. Motion to Adjourn: Kris, Vanessa seconded.

*Meeting Adjourned: 2:14*

Next meeting will be:



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## Committee Assignment Report Pages