

Monday, November 16, 2020 1:30-3:00PM – Zoom meeting

COUNCIL MEETING MINUTES

Members present: Doug Hess, Regina Gordon, Vanessa Mettler, Crystal Milton, Renan Reilly, Roberta Shadle, Courtney Sullivan, Gabby Blust, Christina Egbert, Sharon Wight

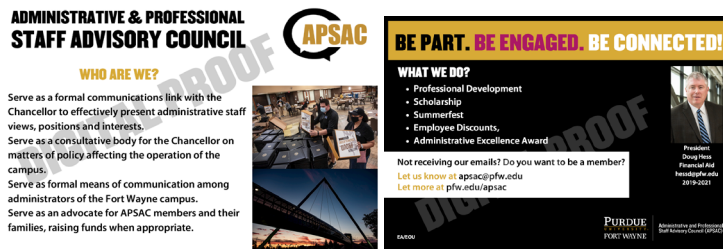
Couldn't attend: Kristine Frye

HR Representative: Melissa Helmsing (absent)

Consulting group members: Larry Temenoff

Call to order: 1:32 pm

1. Approval of Previous Month's Minutes: approve by email
2. APSAC Consultants Group: none
3. HR Updates: Melissa (absent)
4. Treasurer's Report: Christina
 - 4.1. Not much movement. APSAC Professional development will increase by \$5 after payment posts.
5. New Business:
 - 5.1. New Member Information Committee
 - 5.1.1. APSAC Secondary Logo: Number 1 was the winner
 - 5.1.2. New 6x9 postcard:



Please send suggestions to him for edits (Kris is sending the proofs by email so everyone can see them and respond). If the information is generic enough, it was suggested to have a larger number printed so the price per item drops and we can have them available for longer. We also felt they could be sent out once a month, and the committee can decide beginning, middle, or end of the month for timing. They could be sent through campus mail at no cost to us.

- 5.1.3. We would like Renan to add the committee to the list on the website. Photos of each member of the council are available through the university's photo vault online, or there are copies of web portraits on the APSAC O drive.

6. Committee Reports

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- 6.1. APSAC Fundraising Committee: Karla Yauchler
absent
 - 6.2. APSAC Professional Development Committee: Regina Gordon, Crystal Milton, Kris Frye:
 - 6.2.1. Developing the Qualtrics application for the scholarship/stipend. Have criteria established for how the money will be awarded. Should be able to post soon.
 - 6.2.2. We are planning for a debriefing of the virtual racial justice events through PWL on November 2. This will be led by Nastasha Johnson, a Provost Fellow in the Provost for Diversity and Inclusion's office.
 - 6.2.3. We are also planning diversity and inclusion training for APSAC during our November meeting, which will also be led by Nastasha Johnson and will be tailored to PFW's specific desired outcomes
 - 6.3. APSAC Scholarship Committee: Kris Frye, Bobbi Shadle
 - 6.3.1. Still in holding pattern.
 - 6.4. Budgetary Affairs Subcommittee: Crystal Milton
 - 6.4.1. Nothing to report
 - 6.5. Campus Master Plan (APSAC/CSSAC Presidents): Doug Hess
 - 6.5.1. Last week a quick meeting to introduce new members on the committee and a recap of the items the university is working toward. Three key areas on hold due to Covid and the Chancellor's direction. Want to move forward with the Chief Diversity Officer. Completed first round interviews, though. Hope to be back on track in the spring, but more realistically in the fall.
 - 6.6. Campus Traffic Appeals: Bobbi Shadle
 - 6.6.1. Nothing to report
 - 6.6.2. Question about diplomas being withheld due to tickets. Bobbie will check to see.
 - 6.7. Chancellor's Diversity Council: Ranada Clark
 - 6.7.1. CDO position first round interviews completed. Second round is being scheduled. No time frame given for when the second round will be done.
 - 6.8. Employee Recognition and Excellence Award: Courtney Sullivan and Karla Yauchler
 - 6.8.1. absent
 - 6.9. Faculty Senate: Doug Hess (until President Elect is appointed)
 - 6.9.1. Sharon attended; absent.
 - 6.10. Food Service Committee: Vanessa Mettler
 - 6.10.1. Will be meeting soon (next week or week after)
 - 6.11. Well-being Team: Christina Egbert
 - 6.11.1. Nothing to report
 - 6.12. Mastodon Athletic Subcommittee: Doug Hess
 - 6.12.1. Nothing to report
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6.13. Strategic Planning Committee: Doug Hess

6.13.1. Appointed to the Leadership Assessment, Development, and Continuity Committee. Chancellor has asked Jeff Malanson to lead; wants to identify future leaders within PFW and assess what we have in place and what we need to develop them. Intended to make potential opportunities for future leaders Looking at leadership academy (which is on pause due to COVID). Looking for opportunities for both faculty and staff. Next Friday will be third meeting.

6.14. Summerfest: Deferred

6.15. University Budget: Doug Hess

6.15.1. No meeting

6.16. University Council: Doug Hess

6.16.1. No meeting—should meet next month

6.17. University Resource Policy Committee: Sharon Wight

6.17.1. absent

6.18. West Lafayette Representative: Regina Gordon, Vanessa Mettler

6.18.1. Insurance was the big topic

6.18.2. Question that came to light: when students go home, are they given COVID Tests, and are they tested when they return? Supposition that PWL is requiring student to test.

6.18.3. Question about flu shot—is everyone required? Fort Wayne is not—that's up to the individual campus, and Fort Wayne is not.

6.19. PFW Prepared Committee: Regina Gordon

6.19.1. Will contact Jeff Malanson to join the committee

7. Old business: none

8. Motion to Adjourn: Vanessa, 2nd; Regina

Meeting Adjourned: 2:14

Next meeting will be:



Administrative and Professional
Staff Advisory Council (APSAC)

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Committee Assignment Report Pages