

Monday, January 25, 2021 1:30-3:00PM – Zoom meeting

COUNCIL MEETING MINUTES

Members present: Doug Hess, Karla Yauchler, Crystal Milton, Vanessa Mettler, Roberta Shadle, Christina Egbert, Renan Reilly, Courtney Sullivan, Regina Gordon, Ranada Clark

Couldn't attend: Kristine Frye

HR Representative: Melissa Helmsing (absent)

Consulting group members: Larry Temenoff

Call to order: 1:35 pm

1. Approval of Previous Month's Minutes: approve by email
2. APSAC Consultants Group: none
3. HR Updates: No updates at this time from Melissa
4. Treasurer's Report: Christina
 - 4.1. Foundation account has had \$5 added
 - 4.2. Scholarship is at a \$0 Balance – Spring has paid out
 - 4.3. PD
 - 4.4. Spoken with Dave Reynolds/Diana Jackson about funds that come from general fund, this will be reassessed with new VCFA. We will not see a transfer this year. We will not get any funds swept that we have earned in PD, but VCFA will not be making the transfer at this time.
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

Monday, January 25, 2021 1:30-3:00PM – Zoom meeting

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.

5.2. Move to permanently cancel December meetings for APSAC; Sharon move, Ranada second, vote passed

5.3. Move to permanently have January meetings on Monday after MLK day, Sharon move, Ranada second, vote passed

5.4. Concerns regarding Professional Development funds and if this funding has been pulled

5.4.1. LV and Kris worked to ensure this funding was moved to the foundation funds, in a place where funding could not be touched by the general budget. This is especially true for funds we have earned/received.

5.5. Diversity – email received to move diversity counsel and Dei together as one from Dr. Hammonds

5.5.1. Move to invite Dr. Hammonds to Feb 2021 meeting

5.6. Professional Development Funds:

5.6.1. Continue with Diversity PD – How to be AntiRacist and Workbook that goes with it, and invite Nastasha to join

5.6.2. Vote passed

6. Committee Reports

6.1. APSAC Fundraising Committee: Karla Yauchler

6.1.1. Renan recently agreed to join the fundraising committee and we will be collaborating to come up with some reoccurring online sales to raise funds for APSAC. We are hoping to work with PFW employees and alumni who own businesses to help promote them while raising funds for APSAC.

6.1.2. The committee would still benefit from having at least one other committee member to help come up with ideas and execute them. I've approached several people in hopes of creating a team for fundraising.

6.1.3. If other APSAC members could help to refer employees and/or alumni who own businesses, that would be great.

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.

Monday, January 25, 2021 1:30-3:00PM – Zoom meeting

- 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.
 - 6.3.2. Need to look at where scholarship monies might come from.
 - 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. Working in subcommittee on contingency plans. Meeting every two weeks for the last 4 months; next meeting is proposal to chancellor. Looking at contingency plans should someone in key/critical positions leave/get sick
 - 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.
 - 6.6.2.1. If there is a hold of any kind, they will not get diplomas, transcripts or be able to register.
 - 6.6.3. Would like to have someone's ear about creating 15 minute spots on key areas across campus.
 - 6.7. Chancellor's Diversity Council: Ranada Clark
 - 6.7.1. CDO has been hired.
 - 6.8. Employee Recognition and Excellence Award: Courtney Sullivan and Karla Yauchler
 - 6.8.1. Not sure if this can happen or not this year, due to gathering issues.
 - 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. Had first meeting in October. Getting to know new service manager. Going to establish benchmarks at meeting on 1/26. Doing things differently than in the past; university is calling the shots on everything with our food service.
 - 6.11. Well-being Team: Christina Egbert
 - 6.11.1. Eric will be organizing committee sometime this month
 - 6.12. Mastodon Athletic Subcommittee: Doug Hess
 - 6.12.1. Nothing to report
 - 6.13. Strategic Planning Committee: Doug Hess
 - 6.13.1. Nothing to report
 - 6.14. Summerfest: Deferred
 - 6.15. University Budget: Doug Hess
-

Monday, January 25, 2021 1:30-3:00PM – Zoom meeting

- 6.15.1. Meeting in the next two weeks
- 6.16. University Council: Doug Hess
 - 6.16.1. No meeting
- 6.17. University Resource Policy Committee: Sharon Wight
 - 6.17.1. Nothing to report
- 6.18. West Lafayette Representative: Regina Gordon, Vanessa Mettler
 - 6.18.1. PWL will be a COVID-19 vaccination distribution site
 - 6.18.2. SuccessFactors will have some big changes coming – for the career side. Most changes made by mid February.
- 6.19. PFW Prepared Committee: Doug Hess
 - 6.19.1. Will contact Jeff Malanson to join the committee
- 7. Old business: none
- 8. Motion to Adjourn: Crystal, Bobbi seconded.

Meeting Adjourned: 2:14

Next meeting will be:



Administrative and Professional
Staff Advisory Council (APSAC)

Monday, January 25, 2021 1:30-3:00PM – Zoom meeting

Committee Assignment Report Pages