

Indiana University-Purdue University Fort Wayne

APSAC

Administrative/Professional Staff Advisory Council

Monday, March 19, 2018, from 1:00-2:30pm in KT G06

1. Call to Order / Questions about Minutes – LV: Started the meeting at 1:12. Members present: LV McAllister, Beth Iserman, Allyson Schreiber, Bruce Arnold, Kayla Klimasko, Karen Burnett, Julie Creek. Members absent: Cassandra Bracht, Alison Rynearson, Amanda Seilheimer, Steve George, Kim Myers.
2. Presidential Update - LV: We are working on marketing right now. Invite from Melissa Helmsing to meet next Tuesday (Kayla, Bruce, LV, Amanda, and CSSAC members). APSAC would like independent funding but is happy to be a part of joint efforts with CSSAC. Purdue Global will have free tuition for Purdue employees. IPFW bursar's office does not have data on this. Tentatively, employees, spouses and all children under 26 years of age, will receive 100% tuition free (associates, bachelors, masters, no PhD) – memo with more details is coming out soon. There could be a waiver for professional experience. We can apply by April 2, 2018. Get your transcripts in order. Financial aid will be the same. Books, fees, etc, are still expenses but tuition is free. Transfer credit from Purdue or IU credits will most likely transfer over very nicely.
3. HR Updates - Melissa: The meeting is scheduled for APSAC and CSSAC to meet.
4. W.L. Report – LV: LV will officially be the WL representative. Steve will be leaving APSAC in May. Pharmacy prescription benefits change – this was not communicated well because the change happened very last minute. They will need to meet with the provider to hash out next year's plan with Caremark. 40% of individuals saw no change in prescription drugs (per unit cost), 30% saw significant increases, 30% saw decrease. The Director of Benefits, Candace Schaeffer, is asking for feedback (hr@purdue.edu).
5. Treasurer's Report - Allyson: In-state travel expense (to West Lafayette) and \$5.00 donation.

OrgKey	Date	Obj Desc	Trans Desc	Credit	Balance
8007116 - APSAC Discretionary Fund				Beginning Balance	\$ 1,944.80
8007116 - APSAC Discretionary Fund	9/10/2015	Contributions Income PEP	Employee Contribution	\$ 0.50	\$ 1,945.30
8007116 - APSAC Discretionary Fund	10/6/2015	Contributions Income PEP	Employee Contribution	\$ 0.50	\$ 1,945.80
8007116 - APSAC Discretionary Fund	11/10/2015	Contributions Income PEP	Employee Contribution	\$ 0.50	\$ 1,946.30
8007116 - APSAC Discretionary Fund	12/11/2015	Contributions Income PEP	Employee Contribution	\$ 0.50	\$ 1,946.80
8007116 - APSAC Discretionary Fund	2/8/2016	Contributions Income PEP	Employee Contribution	\$ 0.50	\$ 1,947.30
8007116 - APSAC Discretionary Fund	3/2/2016	Contributions Income PEP	Employee Contribution	\$ 0.50	\$ 1,947.80
8007116 - APSAC Discretionary Fund	3/9/2016	Contributions Income PEP	Employee Contribution	\$ 0.50	\$ 1,948.30
8007116 - APSAC Discretionary Fund	4/13/2016	Contributions Income PEP	Employee Contribution	\$ 0.50	\$ 1,948.80
8007116 - APSAC Discretionary Fund	5/18/2016	Contributions Income PEP	Employee Contribution	\$ 0.50	\$ 1,949.30
8007116 - APSAC Discretionary Fund	6/16/2016	Contributions Income PEP	Employee Contribution	\$ 0.50	\$ 1,949.80
8007116 - APSAC Discretionary Fund	10/4/2016	Contributions Income PEP	Employee Contribution	\$ 0.50	\$ 1,950.30
8007116 - APSAC Discretionary Fund	10/14/2016	Contributions Income PEP	Employee Contribution	\$ 0.50	\$ 1,950.80
8007116 - APSAC Discretionary Fund	11/14/2016	Contributions Income PEP	Employee Contribution	\$ 0.50	\$ 1,951.30
8007116 - APSAC Discretionary Fund	12/15/2016	Contributions Income PEP	Employee Contribution	\$ 0.50	\$ 1,951.80
8007116 - APSAC Discretionary Fund	1/11/2017	Contributions Income PEP	Employee Contribution	\$ 0.50	\$ 1,952.30
8007116 - APSAC Discretionary Fund	2/10/2017	Contributions Income PEP	Employee Contribution	\$ 0.50	\$ 1,952.80
8007116 - APSAC Discretionary Fund	3/29/2017	Contributions Income PEP	Employee Contribution	\$ 0.50	\$ 1,953.30
8007116 - APSAC Discretionary Fund	4/26/2017	Contributions Income PEP	Employee Contribution	\$ 0.50	\$ 1,953.80
8007116 - APSAC Discretionary Fund	5/24/2017	Contributions Income PEP	Employee Contribution	\$ 0.50	\$ 1,954.30
8007116 - APSAC Discretionary Fund	6/23/2017	Promotional Items	T-Shirts Summerfest 2017	\$ (512.00)	\$ 1,442.30
8007116 - APSAC Discretionary Fund	6/28/2017	Contributions Income PEP	Employee Contribution	\$ 0.50	\$ 1,442.80
8007116 - APSAC Discretionary Fund	8/3/2017	Promotional Items	T-Shirt Reimbursement	\$ 512.00	\$ 1,954.80
8007116 - APSAC Discretionary Fund	9/29/2017	Contributions Income PEP	Employee Contribution	\$ 0.50	\$ 1,955.30
8007116 - APSAC Discretionary Fund	11/10/2017	Contributions Income	Employee Contribution	\$ 0.50	\$ 1,955.80
8007116 - APSAC Discretionary Fund	11/22/2017	Contributions Income	Employee Contribution	\$ 0.50	\$ 1,956.30
8007116 - APSAC Discretionary Fund	1/22/2018	Contributions Income	Employee Contribution	\$ 0.50	\$ 1,956.80
8007116 - APSAC Discretionary Fund	1/22/2018	Contributions Income	Employee Contribution	\$ 0.50	\$ 1,957.30
Balance					\$ 1,957.30
51011397 2002008005 APSAC Professional Development			3/19/2018		\$1,565.07
\$5 donation					
62011804 2003006000 APSAC Dependent Scholarships			3/19/2018		\$535.85
will be awarded for Fall Term					
21010000 2002008005 APSAC General Fund			3/19/2018		\$ 1,102.77
\$262.69 in-state travel					
22020459 2002008005 APSAC Events			3/19/2018		\$43.58

6. Campus Awareness Project – ALL members:
 - a. APSAC professional development ideas/opportunities (workshops, in-house presentations) – Kayla, Amanda: We will talk about this at the APSAC/CSSAC meeting with HR.
 - b. Welcome invitation for new APSAC members: LV made a motion to defer this to the May meetings.
 - c. Campus Awareness: Open House was well received – should we have another open house with combined CSSAC and APSAC? Table during Summerfest?
 - d. Good relationships formed between WL and IPFW last year during the July meeting. It may be WL next year.
7. APSAC Business: Committee Assignments
 - Budgetary Affairs – Julie: Issues to file with faculty senate include whether or not to combine Career Services and office of internships and OACS (faculty have been advocating for this) but there may be a space issue with a joint-office; pro forma report on Athletics, no recommendation on the athletics report yet.
 - Campus Traffic Appeals - Karen: Next meeting next week.
 - Diversity Council – Julie: No meetings yet. Don't meet regularly but continue to be active.
 - Excellence Award – Allyson: We used one Administrative Excellence Award. Alison S. will get a committee put together and make a selection next week and get plaque and certificate started.
 - Professional Development - Amanda and Kayla: Defer until after CSSAC/APSAC meeting.
 - Faculty Senate – LV: Spoke about budget changes.
 - Food Service - LV: Nothing to update.
 - Health Fair - Bruce: April 28th. No signage around campus which may be problematic.
 - Homecoming - Julie: Quite successful and great transition. Don of a New Age theme was great and there was lots of cooperation in decorating contests.
 - MAAS (Athletics) – Beth: Presented metrics. Other data appears in the annual report. NCAA perfect single-year academic progress rate scores 9 teams last year.
 - Staff Recognition - Allyson & Alison: Did a tasting with Aramark and it went well. Vegan option.
 - Summerfest – ALL members: July 18. Members of CSSAC and APSAC will meet to continue planning Friday April 13.
 - University Budget - Cassandra: Report next time.
 - University Council – Cassandra: Report next time.
 - URPC – Amanda: Report next time.
8. Other Business:
 - a. Joint APSAC/CSSAC meeting: “United” idea: Joint tables.
9. The meeting was adjourned at 2:27 p.m. LV moved, Julie seconded.

Next meeting: Monday, April 16, 2018 in the HR training room.

Upcoming Events: IPFW Career Connections Week (March 19-23) including Employer Panel: What Skills Employers Look for in Candidates (March 19), Engineering, Science, and Technology Industry Career Fair (March 20), Webinar: Intro to Google Culture (March 21), Business, Leadership, Government and Non-Profit Industry Career Fair (March 22). Healthfair on March 28 (volunteer still can – send a message to Judy Tillapaugh. Dining etiquette dinner March 27, at 6:00 at Holiday Inn – \$5.00 for students, several course meal, learn about dining etiquette, only open to students. Staff recognition luncheon is April 25. Student appreciation week April 9-13, nominations being accepted (UG student worker, grad student worker) – cash prize and supervisor gets parking pass.