

1. Call to order/Questions about Minutes: Meeting called to order by LV at 1:03 pm.
Members present: Jo Vaughn, Karen Burtnette, Maureen Linvill, James Cashdollar, Regina Gordon, Peggy Speshyock, Melinda Haines, Melissa Helmsing, LV McAllister, Julie Creek, John Kaufeld, Kristine Frye
2. HR Updates – Melissa:
 - Budget recommendations are in process, with a goal of making things equal between CSSAC and APSAC (allowing both to receive the same \$1500 allocation from the VCFA). To do that, both must give out scholarships & fundraise money. CSSAC will also be receiving professional development funds to use.
 - An events budget consisting of \$43.50 should be spent and then closed as there is no need for a separate events fund.
 - Discussions about the APSAC Scholarship are in process. There is a recommendation that we remove dependents from the scholarship description.
 - Both CSSAC and APSAC have foundation accounts. A faculty member has been giving \$0.50 of her paycheck to the APSAC foundation account for many years, and now that account has \$1958.80. Melissa is investigating how that money is able to be spent.
 - By using general wording on descriptions of how money from fundraisers will be used, we can apply the money where we need it most. For example, the Summerfest bake sale description just states the funds go to CSSAC & APSAC, so the money raised will be split between the two organizations and can be used wherever it is needed most. Melissa is discovering which account is best to place the money (finding an account without restrictions) until we decide how to use it.
 - APSAC has our own P-card. Melissa has the card; we can check it out from her. Melissa is signature authority for purchases made with the card. (Dave Reynolds is APCAS's business manager)
3. West Lafayette Report – LV:
 - Many APSAC members traveled to West Lafayette on Wednesday last week for the annual Cross-Campus Meeting of the APSAC Steering Committees. APSAC members felt welcomed to the campus, and enjoyed the tour and conversations with our counterparts. Next year's meeting will be at Purdue Northwest, and at Purdue Fort Wayne the following year. Purdue Global is likely to be included somehow—they do not currently have an APSAC committee, but that is in process.
 - LV wants to schedule a meeting with Marketing to help us become aware of how APSAC needs to work within and stay consistent with the university's new brand system.

- The new Purdue Fort Wayne APSAC logo is in process. It will be shared with everyone when it is completed, with a goal of members including it on their email signatures.
4. Treasurer's Report – Peggy:
- Peggy will be meeting with Alison to get more information on processes for the Treasurer position.
5. Committee Assignments. August 7 deadline for positions.
- Food Service Committee: Melinda Haines & Regina Gordon
 - Chancellor's Diversity Council: Julie Creek
 - University Council: LV McAllister
 - **Mastodon Athletic Subcommittee:**
 - SCOA: John Kaufeld
 - University Resource Policy Committee (URPC): Peggy Speshyock
 - Campus Traffic Appeals: Karen Burtnette (primary) & Jo Vaughn (secondary)
 - University Budget: LV McAllister
 - Homecoming: Kristine Frye
 - Health Fair: Regina Gordon
 - Staff Recognition: Maureen Linvill & James Cashdollar
 - Summerfest: Kris Frye
 - Excellence Award (during Staff Recognition Luncheon): Peggy Speshyock
 - Budgetary Affairs Subcommittee: Karen Burtnette & Peggy Speshyock
 - Faculty Senate: John Kaufeld (primary) & Julie Creek (secondary)
 - **Mastodon Advisory Subcommittee:**
 - **Revenue Subcommittee:**
 - **Scholarship committee (APSAC):**
 - Fundraising committee (ASPAC): Melinda Haines (primary) & LV McAllister (secondary)
 - **Professional Development committee (APSAC):**
 - West Lafayette Representative: Melinda Haines & Regina Gordon
6. Other Business:
- Summerfest is Wednesday. The Boilermaker Special will be here, at the Walb circle.
 - Campus Awareness Project (CAP) is raising the awareness of APSAC & CSSAC on campus. A combined open house is coming up. One of the goals of this group is to increase understanding that others are welcome to attend APSAC and CSSAC meetings.
 - LV would like to create an APSAC advisory committee, populated with previous APSAC members. LV will have an informational brief at the next meeting.
7. Next meeting:
- Discussion of LV's goals for APSAC to achieve this year
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- Next meeting will be August 20 in HR G06.
- We will look into scheduling meetings in other areas of campus in future to assist in getting to know all areas of the campus and to encourage those in other buildings to attend meetings.

8. Meeting Adjourned at 2:31 pm.

Upcoming Events: Summerfest, July 18, 2018