

Monday, June 20, 2016

RMC 235

IPFW APSAC Meeting Minutes

In attendance: Alison Rynearson, Bob Brewer, Roy Danielian, Cyndy Elick, Steve George, LV McAllister, Jennifer Oxtoby, Dave Peterson, Dimples Smith, James Velez, Lisa Zerkle, Allyson Schreiber, Shawn Peterson, Kayla Klimasko, Andrea Ogubi, Kim Myers, Cassandra Bracht

Absent: Bruce Arnold, Rhonda Meriwether, Mary Anne Stailey

- Meeting called to order at 11:05am by the President
- Introduction of New Members (Alison)
 - Bob Brewer, President
 - Cassandra Bracht, President Elect
 - Andrea Ogubi, Secretary
 - Allyson Schreiber, Treasurer
 - Shawn Peterson, At-Large
 - Kim Myers, At-Large
 - Bruce Arnold, At-Large
 - Kayla Klimasko, At-Large
- Duties and Roles, Typical Events, Assignment of roles (Alison)
 - Alison distributed copies of the Constitution and the APSAC Committee Member Duty list for review. She also distributed the contact sheet for the new committee.
 - Typical events involving APSAC include: Summerfest (alternating years with CSSAC), Family Picnic, Fall Fest, APSAC Professional Development, Homecoming, and Staff Recognition Luncheon.
 - Assignment of Roles:
 - WL Rep: Steve George will continue and he will be joined by Shawn Peterson.
 - Webmaster: Kim Myers
 - Listserv Manager: Andrea Ogubi.
 - Parliamentarian: James Velez will continue in this role.
- Schedule of 2016-2017 meetings
 - Bob and Andrea will work together to schedule the meetings for the committee.
- West Lafayette Report (Jennifer/Steve)
 - The last meeting was a transition luncheon for outgoing/incoming members.
 - Steve had a handout of the OIRAE Briefing. (attached to email)
- Treasurer's Report
 - Cyndy distributed the Treasure's report. No major changes.

OrgKey	Date	Obj Desc	Trans Desc	Credit	Balance
8007116 - APSAC Discretionary Fund				Begining Balance	\$ 1,944.80
8007116 - APSAC Discretionary Fund	9/10/2015	Contributions Income PEP	Cain, Mary Ann	\$ 0.50	\$ 1,945.30
8007116 - APSAC Discretionary Fund	10/8/2015	Contributions Income PEP	Cain, Mary Ann	\$ 0.50	\$ 1,945.80
8007116 - APSAC Discretionary Fund	11/10/2015	Contributions Income PEP	Cain, Mary Ann	\$ 0.50	\$ 1,946.30
8007116 - APSAC Discretionary Fund	12/11/2015	Contributions Income PEP	Cain, Mary Ann	\$ 0.50	\$ 1,946.80
8007116 - APSAC Discretionary Fund	2/8/2016	Contributions Income PEP	Cain, Mary Ann	\$ 0.50	\$ 1,947.30
8007116 - APSAC Discretionary Fund	3/2/2016	Contributions Income PEP	Cain, Mary Ann	\$ 0.50	\$ 1,947.80
8007116 - APSAC Discretionary Fund	3/9/2016	Contributions Income PEP	Cain, Mary Ann	\$ 0.50	\$ 1,948.30
8007116 - APSAC Discretionary Fund	4/13/2016	Contributions Income PEP	Cain, Mary Ann	\$ 0.50	\$ 1,948.80
8007116 - APSAC Discretionary Fund	5/13/2016	Contributions Income PEP	Cain, Mary Ann	\$ 0.50	\$ 1,949.30
Balance					\$ 1,949.30
51011397 2002008005 APSAC Professional Development			6/20/2016		\$666.42
\$5 donation for May					
62011804 2003006000 APSAC Dependent Scholarships			6/20/2016		\$535.85
will be awarded for Fall Term					
21010000 2002008005 APSAC General Fund			6/20/2016		\$ 664.18
In-state travel 62.56, 14.00 recognition luncheon,award plaque					
22020459 2002008005 APSAC Events			6/20/2016		\$43.58

- Motion for approval of Treasure Report: James, 2nd Roy.
- Secretary's Report
 - APSAC Membership has been updated in the mailing list.
 - May 19, 2016 meeting minutes were distributed to APSAC members on June 6, 2016 via email.
- Human Resources (Dimples)
 - HR is updating their website to make it user friendly and client focused.
 - HR and the University continue to work on the FLSA changes with an eye towards the December 1st deadline.
- APSAC Business
 - Summerfest (James/Lisa)
 - Planning continues. Working to finalize the menu and activities.
 - Diversity Council: Steve
 - No meeting.
 - Kim will take over as the Diversity Council APSAC rep.
 - University Council: Alison
 - No meeting.
 - Bob will take over as the University Council APSAC rep.
 - SCOA: Roy
 - No meeting.
 - Kayla will take over as the SCOA APSAC rep.
 - URPC: Cyndy
 - No meeting.
 - Shawn will take over as the URPC APSAC rep.
 - Campus Traffic Appeals: Lisa
 - 2 appeals, both upheld.
 - Allyson will take over as the Campus Traffic Appeals APSAC rep.
 - Campus Calendar Committee: Dave
 - No meeting
 - LV will take over as the Campus Calendar Committee APSAC rep.
 - University Budget Committee: Alison

- No meeting.
- Bob will take over as the University Budget Committee APSAC rep.
- Homecoming (James)
 - Andrea will take over as the Homecoming Coming APSAC rep
- Alison thanked retiring committee members for their service.
- Meeting adjourned at 11:45am.
 - Motion to Adjourn: James; 2nd LV.

Next Meeting: June 20th at 11:00am, RMC 235

Upcoming Events: SummerFest July 27, 2016