

Monday, January 24, 2021 1:30-3PM – Virtual Zoom meeting

COUNCIL MEETING MINUTES

Members present: Laura Zeigler, Christina Egbert, Christa Van de Weg, Sharon Wight, Kristine Frye, Chozie Thorp, Regina Gordon, Ranada Clark, Lindsay Butcher, Gabby Blust

HR Representative: Melissa Helmsing

Consulting group members: Crystal Milton

Call to order:

1. Approval of Previous Month's Minutes:
2. APSAC Consultants Group:
3. HR Updates: Melissa
 - 3.1. Anthem is reimbursing if you buy COVID-19 tests
4. Treasurer's Report: Christina
 - 4.1. PD Budget: 3203 in account
 - 4.2. Operating: 2975
 - 4.3. Foundation: 2059
 - 4.4. Believe we have received \$1500 in the past from the VCFAA in the past as a 5 year commitment.
5. New Business:
 - 5.1. **Professional Development** -Kris Frye will begin with open discussion regarding upcoming event and vote required to determine if APSAC will support the event financially and how much funding if any the committee will provide.
 - 5.1.1. What are we voting on for the PD committee? Moving forward with a plan to read, recommended by Dr. Hammonds, "35 dumb things well intended people say". Out of this discussion, Dr. Hammonds is friends with the author and would like to bring her to campus, and this has result in a larger program in conjunction with Dr. Hammonds office called the 35 day challenge
 - 5.1.1.1. Encouraging folks to read 1 chapter a day for 35 days. Book is available for free through the library
 - 5.1.1.1.2. End of the 35 days, the author is coming out of retirement to do a virtual conversation with the campus
 - 5.1.1.2. Other partners are CSSAC and Helmke
 - 5.1.1.3. Library staff has been trained to help in accessing the e-book
 - 5.1.1.4. Cost is associated with bringing author to campus.
 - 5.1.1.4.1. Dr. Hammonds is willing to foot the entire bill for bringing the author to campus
 - 5.1.1.4.2. However, how can WE as APSAC help financially with bringing the author to campus?
 - 5.1.1.4.3. Library's contribution is access to the book.
 - 5.1.1.4.4. APSAC contributing \$1000-1500 to this. Unsure if CSSAC can contribute to anything financially. APSAC has agreed to pay \$1000 to this endeavor.

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- 5.1.1.5. A vote will be taken by the Steering Committee. This includes the President, President-Elect, Past President, Secretary, Treasurer, and six At-Large Representatives.
- 5.1.1.5.1. A Quorum would consist of the Steering Committee meeting which would have 50% of the voting members present.
- 5.1.1.5.2. Can access by logging in to library via PFW credentials
- 5.1.1.5.3. Christina suggests having the APSAC account expensed directly rather than transferring to someone else – most of the fee is the author's fee.

5.2. APSAC Name change- Feb 2020 -All Professional Staff Advisory Committee.

- 5.2.1.1. Amend the name
- 5.2.1.2. Constitution
 - 5.2.1.2.1. Need to update Constitution and review the mission.
- 5.2.1.3. Scholarship Agreement
- 5.2.1.4. General Operating and Professional Development Accounts
- 5.2.2. Gift for new staff (first aid kit) -We currently have 100 to hand out.
- 5.2.2.1. Yes, we should send these out.
- 5.2.3. Need to confer with Renan on if the APSAC Qualtrics account has been created or not based on what he had been working on.

6. Committee Reports

- 6.1. APSAC Fundraising/Marketing Committee: Renan Reilly, Chozie Thorp, other rotating membership
 - 6.1.1. Christina – Please let her know, because the VCFAA will likely ask.
- 6.2. APSAC Professional Development Committee: Regina Gordon, Kris Frye Chozie Thorp:
 - 6.2.1. We covered their work at the top of the hour
- 6.3. APSAC Scholarship Committee: Kris Frye, Laura Zeigler:
 - 6.3.1. Tabled no money
 - 6.3.2. Scholarship drive – fundraising idea that is motion.
- 6.4. Budgetary Affairs Subcommittee: Christa Van de Weg
 - 6.4.1. Still looking at athletics budget and LTL salaries
- 6.5. Campus Master Plan (APSAC/CSSAC Presidents): Laura Zeigler
 - 6.5.1. Completed a year ago and not met since before COVID.
- 6.6. Chancellor's Diversity Council: Ranada Clark
 - 6.6.1. Has been changed to the DEI Diversity Council
 - 6.6.2. Putting out newsletters
 - 6.6.3. Inclusive Hiring Training
 - 6.6.4. Social Justice Impact Week – impact challenge, know your rights with FW Metro, movie night on the 27th, Social Justice Faculty Panel on the 28th.
 - 6.6.5. Lunch and Learn "The Other America" by Martin Luther King
 - 6.6.6. Feb 16 Words of Action; how do we put knowledge into action on campus
 - 6.6.7. March 16 Unpacking white guilt and privilege
 - 6.6.8. Believes newsletter is going out quarterly

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- 6.7. Employee Recognition and Excellence Award: Giang Petroviak and Lindsay Butcher
 - 6.7.1.
 - 6.8. Faculty Senate: Sharon Wight
 - 6.9. Food Service Committee: Sable Robinson
 - 6.10. Well-being Team: Christina Egbert
 - 6.11. Mastodon Athletic Subcommittee: Renan Reilly
 - 6.12. Strategic Planning Committee: Laura Zeigler
 - 6.12.1. Just sent out a request to pull committee back together after COVID to meet 1-2 times
 - 6.13. Summerfest: Deferred
 - 6.13.1. Reached out to CSSAC to collaborate; they would like to
 - 6.13.2. Shawna for CSSAC was interested in taking it forward to the events committee
 - 6.14. University Budget: Laura Zeigler
 - 6.14.1. Met with VCFAA; referring to Mark Jordan
 - 6.15. University Council: Renan Reilly
 - 6.16. University Resource Policy Committee: Sharon Wight
 - 6.16.1.
 - 6.17. West Lafayette Representative: Regina Gordon, Christina Egbert
 - 6.17.1. A lot of their committees took a hiatus
 - 6.17.2. Differences in COVID testing policies; all appointment only, 20%
 - 6.17.3. More concerned about severity rate
 - 6.17.4. Testing for personal travel/for peace of mind were postponed until today
 - 6.17.5. Employee has to activate healthy boiler first
 - 6.17.6. How we can earn HSA funds have changed; need to check healthy boiler to see
 - 6.17.7. May not renew care.com contract
 - 6.17.8. PD committee received 21 eligible grant awards; awarded 14 of those
 - 6.17.9. University sexual violence advisory committee has been developed
 - 6.17.10. MAPSAC review – trying to address concerns that constituents may have
 - 6.18. PFW Prepared Committee: Renan Reilly
 7. APSAC Website Review
 8. Annual Review – Thank you Regina
 9. Standard Processes – going on for over a year; lifecycle of the students
 - 9.1. One of the first changes will be new student orientation
 - 9.2. All new students will receive enrollment form; schedule will be created for them based on that form.
 10. Old business:
 11. Motion to Adjourn:
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Meeting Adjourned:

Next meeting will be:



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Committee Assignment Report Pages