Administrative Professional Council Meeting Minutes  
August 8, 2006 - 8:30-10:30 AM  
Room 214/216, Lory Student Center

Members Present: Roselyn Cutler (Area 1), Debby Weitzel (Area 4), Aaron Harris (Area 6), Dave Carpenter (Area 8), Kathy Thornhill (Area 10), Lance Noble (Area 11), Courtney Butler (Area 13), Pat McCurdy (Area 13), Janice Brown (Area 14 – for Maggie Glick), Courtney Cromer (Area 14 – for Thomas Hadley), Kathy Frasier (Area 15), Judy Barth (Area 16), and Ruth Willson (Area 16).

Guest: Kinda Carpenter, CPC

I. Call to Order  
Meeting was called to order at 8:40 AM by Chair D. Weitzel.

II. Approval of June Minutes  
Approval of June minutes was passed by a unanimous voice vote.

III. Officer Reports  
Chair  
Presented by D. Weitzel.  
A copy of the completed APC Activity Report for 2005/2006 was sent to members of council, published on the APC web site and submitted to K. Ickes.

The 2006/2007 APC Retreat will be September 12th at Tamasag and will be planned by the new Executive Committee.

Everyone should have received a memo from Carol Shirey outlining the change in the BenPay formula beginning July 1, 2006.

A copy of the University’s Grievance Committee report was sent out to members. There will be 4 – 5 AP members needing to be replaced this year.

Vice Chair  
Presented by K. Thornhill.  
Finished the APC Activity Report for submission, and will bring the completed APC Committee templates to the retreat and have them published on the APC web site.

The President’s Fall Address will be September 14th. L. Stapel has been attending the meetings for APC. The planning committee would like for each of the councils to have a staffed table with information about the employee groups during the activities.

Secretary  
Presented by C. Butler. No report at this time.
Treasurer
Presented by P. McCurdy. There was about $2,200 that went unspent last fiscal year. Despite this fact, there was a slight increase in the budget this year. And there have been about $300 in expenses so far.

IV. Committee Reports
A. Awards
No report at this time as C. Oman is not present.

B. Benefits
Presented by J. Barth.

Dr. Vickie Bajtelismit, Finance, and Dr. Robert Liebler, Mathematics, will be the co-chairs of the Benefits Committee this year as it is Faculty Council’s turn to chair the committee.

There were approximately 1,000 completed responses to the benefit’s survey that the committee did. C. Bern has done a grid that outlines the highest concerns of employees completing the survey – the #1 issue was the BenPay fairness. It is not known when the results of the survey will be ready for discussion and dissemination.

The priorities that the committee has this year are to complete the FAQ’s regarding benefits and get them posted on the web sites that make the most sense and looking into the possibility of doing away with BenPay for a different benefits system.

C. Classified Personnel Council
Presented by K. Carpenter.
CPC is starting their new year this month. The PERA presentation that they hosted was a huge success and due to the number of attendees, they will be doing another one in late September.

D. Communications
Presented by R. Willson. The banners have been printed. A link will be made to the APC web site to the new employee orientation powerpoint slide show.

E. Employment
Presented by Dave Carpenter. No report at this time.

F. Nominations & Elections
Presented by J. Barth.
Nominations have been collected by the committee and ballots will be sent out by the end of the week. It might be possible to send out a ballot only to the area where there needs to be a run-off between two nominations in order to cut down on the redundancy of the current process. This may be something that next year’s council needs to look at as in most cases, people are nominated unopposed.
Nominations by Area:
Area 1 – Roselyn Cutler has agreed to run for another 3-year term. There is still a 1-year term that needs to be filled.
Area 2 – There are one 2-year and one 1-year term that need to be filled.
Area 3 – Valerie Monahan has agreed to run for a 2-year term.
Area 4 – Sam Martin has agreed to run for a 3-year term.
Area 5 – There is a 2-year term that needs to be filled.
Area 6 – Jim Zakely and Chad Ingersoll have agreed to run for 3-year terms.
Area 7 – Becky Trentlage has agreed to run for a 1-year term. Chris Sexton has agreed to run for a 3-year term.
Area 8 – There is a 3-year term that needs to be filled.
Area 9 – No vacancies.
Area 10 – Kathy Thornhill has agreed to run for another 3-year term.
Area 11 – CJ Keist has agreed to run for a 3-year term. There is still another 3-year term that needs to be filled.
Area 12 – There is a 3-year term that needs to be filled.
Area 13 – No vacancies.
Area 14 – Janice Brown has agreed to run for a 2-year term. Courtney Cromer has agreed to run for a 3-year term. There is still another 3-year term that needs to be filled.
Area 15 – Melissa Oliver has agreed to run for a 2-year term. Patricia Romano has agreed to run for a 3-year term.

An incomplete slate of officers is presented:
Chair – Kathy Thornhill
Vice Chair – Courtney Butler
Secretary – Vacant
Treasurer – Pat McCurdy

Motion was made by J. Barth to cast one ballot for the entire slate of officers as presented for the 2006/2007 year. R. Cutler seconded and the motion passed by unanimous voice vote.

G. Policies & Procedures
No report at this time as M. Glick is not present.

H. Service & Outreach
Presented by C. Butler.
The committee is meeting tomorrow to begin planning this year’s calendar.

VI. Unfinished Business
VII. New Business
   A. Member Recognition
      Members leaving APC are recognized:
      Ruth Willson
      Barb Obester
      Judy Barth
      Dave Carpenter
      Janine Gentile
      Makiko Kumasaka
      Clark Oman
      Michael Schoenly
      Tom Riley
      Debby Weitzel
      Janell Meldrem
      John Knaff

      Special Thank Yous go to:
      Linda Wardlow
      Tyson Koss
      Ruth Willson
      Judy Barth
      Dave Carpenter
      Clark Oman
      Janell Meldrem
      Barb Obester
      Debby Weitzel

VIII. Announcements/Other Business

VII. Next Meeting, APC Retreat - September 12th
     8:30 AM – 2:00 PM, Tamasag

X. Adjourn