I. Call to Order
The meeting was called to order at 8:35 a.m. by Courtney Butler, Chair

II. Approval of March Minutes
Heather Matthew moved to approve the March minutes, Dede Kliewer seconded. Motion carried.

III. Officer Reports
Chair, presented by Courtney Butler - Courtney will be serving on the search committee for the half time VP for diversity position. Open forums will be held the last week of April. Courtney met with Amy Parsons and talked about the possibility of being able to use the study privilege at CSU Global as well as how the privilege is available to everyone in the system. They are also trying to find out where else the study privilege can be used. Courtney is hoping to have Rick Collins at the May meeting to go over policy office’s website. APC officers will be meeting this afternoon with Faculty Council officers.

Vice Chair, presented by Courtney Butler – Jim will be serving as a member of the OEO Director search. Information about finalists coming to campus should be available in the next week or two.

Secretary – No report

Treasurer – not present

Ruth Willson moved to approve the officer reports as submitted, Linda Selkirk seconded. Motion carried.

IV. APC Committee Reports
- Awards Committee – Judy Brobst – No report
- Communications Committee – Darrin Goodman – The members page has been updated so that you can click on the area number and various other updates
- Employment Committee – CJ Keist – no report received
- Nominations & Elections Committee – Pony Davis – meeting cancelled; election ballots have been sent to executive committee for review
- Policies & Procedures Committee – Linda Selkirk – moving along
- Service & Outreach Committee – Ray Aberle – no report received
V. University Committee Reports

- Benefits Committee – Ryan Abbott & Keith Wilson – no report received – We are currently in a holding pattern as everything is out for quote. Children of legal guardians will be covered for next year, starting in January.
- Classified Personnel Council – Debbie Sheaffer – CPC Will be doing away with their newsletter and will focus all communications their through website.
- Commission on Women & Gender Equity – DeDe Kliewer – Webpage as been linked to APC page. A campus climate survey will be coming out soon. The survey will go to students first and then to faculty and staff. A survey was first done in 1996. Encourage employees in your area to complete the survey (it will go out by the end of next week). An email will be sent to Today and SC, Faculty and AP list serves.
- CSU Activities Board – Auli Summerhays – Working on updating the website and continuing to recognize employee groups. Individual drawings continue.
- University Parking Services Committee – Dave Mornes- The garage is open!

Georgeann Venis moved to accept Committee Reports as submitted, Ryan Abbott seconded. Motion carried.

VI. Discussion Items

A. Section K – finish discussion – Section K 8 – Mediation process
   - There are 20 working days for the mediation period. If the mediator feels mediation wouldn’t work, the process can be forgone. But if the process gets started can it be terminated? Yes, the wording “up to 20 days” implies it can be.
   - Part E under same section, if an issue is not reported in the time frame would it still possibly be eligible for mediation if not eligible for a formal hearing. It’s implied, but needs to be clarified if this is the intent.
   - Under section K10.1 the hearing committee talks about appeals of documents that can be submitted and that appeals go to the UGO. The UGO makes the initial call on whether documents can be admitted or not. It seems that there is a potential conflict of interest. You couldn’t appeal to the committee because you don’t know who has been chosen for the committee. But the grievant has to turn in the appeal and the UGO has to turn it in to the hearing committee. UGO would potentially “lose” the document since it’s an appeal of the UGO’s decision. Could it be submitted to someone other than the UGO?
   - Section 10.2 B there is a typo in the first sentence.
   - Is there a deadline for once the hearing committee is established, since members can choose to not be on the committee due to conflict of interest? If one committee member cannot be on the committee then it moves to the next person in the rotation cycle. If there is a deadline, and something comes up then you can’t recues yourself. The rotation cycle is drawn by lot and is explained in the document, just not in this section. K10.1 talks about the rotation cycle.
   - Were all references to VPAS taken out/changed?
   - Second to last page K 14, our copy is not the same as the manual, the table is missing. There aren’t two K 14 sections.
   - In section K1 general information, third paragraph, it states that the section K process is “supported, respected, and enforced…” Does supported imply financially supported? It does and this should perhaps be stated more explicitly.
• Under duties in K12.4 it doesn’t mention anything about sending out evaluations by APC and Faculty Council. That should probably be included. There is a process now for the UGO to survey those involved and evaluations get back to APC and Faculty Council executive committees for review. An email was sent out to all faculty and staff to notify them that an email would be sent out surveying those involved in the process and if they didn’t get one to contact the UGO. A task force designed the survey. Richard is hoping to have something approved by the end of the semester. Then it will be sent to legal counsel, hopefully in the fall.
• Other changes have been requested as a much more substantial nature, but that revision will need to be started in the Spring. We don’t want larger issues to slow down basic reorganization.

B. Evaluation Letter for Tony Frank – Feedback from APC members regarding Tony’s letter: We appreciate communication on a regular basis and in a tone that is easy to understand and approachable. He has made the administrative process more transparent and easier to understand. Tony provides a lot of opportunities to communicate. He has been very visible and involved on campus and off campus through Presidential tours. Evaluations from the AP luncheon were very appreciative of his time to address AP’s. Courtney will send a copy of the letter once it is completed.

VII. Announcements/Other Business
   A. Internal Search for VP of Diversity

   B. Open Forum with Tony Frank – May 25 1 – 2 p.m. in Cherokee Park Room – Informal discussion, April 22nd Faculty meeting in the East Ballroom at 2 pm, a presentation will be given. Today’s meeting: Systems strategic plans review on system website and on Today at CSU.

VIII. Next Meeting
   Tuesday, May 11, 8:30 – 10:30 a.m.; 224/226 Lory Student Center

IX. Adjournment – 9:30 am