1. **Present:** Doug Patmore (Area 1), Debbie Sheafer (Area 2), Linda Wardlow (Area 3), Auli Summerhays (Area 4), Evelyn Swiss (Area 5), Dede Kliwer (Area 6), Ryan Abbott (Area 7), Kim Pendell (Area 7), Frank Johnson (Area 7), Stephanie Ouren (Area 8), Katya Stewart-Sweeney (Area 10 alternate), Joanna Holliday (Area 11), CJ Keist (Area 11), Stephanie Rosso (Area 11), Cara DiEnno (Area 12), Robin McGee (Area 12), Heather Matthews (Area 13), Anita Pattison (Area 13), Lois Samer (Area 13), Shaun Case (Area 14), Dave Mornes (Area 14), Aimee Oke (Area 14), Darrin Goodman (Area 15), Angela Perryman (Area 15), Linda Selkirk (Area 15), Sarah Barrett (CPC rep), Jim Zakely (Vice-chair)

2. **Call to Order** - 8:35 by Jim Zakely

3. **Guest:** Jeff, Parking Services  (Bob Schurr visit postponed one month)

   3.1. Engineering lot demolition begins next week. West end will have short term parking for bookstore on Monday and Tuesday. Traffic will be redirected to Hartshorn lot. August 1 re-open planned and new surface will be concrete. Exit from TILT lot will be 1st area reconstructed to help ease traffic in that area. South of Green Hall, currently “Q” spaces, will change to A over summer (200 spaces). Received request from Robin Brown to provide additional parking for visitors in TILT lot as it has heavy summer traffic due to proximity to registrars office (15 - 18 “A” spaces reassigned to visitors). 1/2 of Hartshorn east lot will have pay stations for short-term parking. Engineering entrance/bus lot will remain open at gate and small lot near Rockwell remains open over summer. Parking garage still has “A” spaces available during day, but student space mostly full. VTH moving into south offices of parking garage and will equate to about 40 “A” spaces. Convenience store set to open in next several weeks. Sub-committee was formed to review north end parking and half of lot south of Green Hall was converted to resident parking. Also, police cars moved from south to east side of Green Hall. Other ideas being reviewed are an incentive plan for alternate transportation, a redesign of Hartshorn lots, and possible use of Lake Street. Long-term suggestions include parking garage on north side (where Green hall is). While interest seems high it would be very expensive to operate (about $2 million/year). Other ideas include a shuttle service from off-campus locations and a raise in permit prices to balance supply/demand. It was noted that the lack of increase in parking fees this year should not effect current operations. New program announced beginning Fall 2011 - Zipcar. It is a car share program to include 5 cars available by reservation for $8 hour, $72/day available. The cost includes gas, mileage, insurance, etc. The program will be made available to off-campus customers as well. Other parking topics briefly discussed include limiting permit sales to specific lot; the congestion in the South Gym lot often, pay-as-you-go payment method (like a debit card) for daily parking. The construction crew will try to be sensitive to the noise generated by the Engineering lot demolition.
4. Approval of April Minutes:

4.1. Correction: strike Linda Selkirk name as being present. Minutes approved as noted.

5. Officer report:

5.1. Chair - see written report. Informational changes for tuition scholarship program (50%) tuition, eligibility changes (extended). Study privileges increased to 9 credit hours for full-time, 7 for part-time. Drafts for AP manual changes in written report. BOG now approves policy changes throughout the year, instead of one time per year.

5.2. Vice Chair - none

5.3. Treasurer - $3,700 disbursement for professional services.

Motion to approve by Lois Samer, 2nd by Heather Matthews CARRIED

6. Standing Committees:

6.1. Awards - no meeting, celebrate colostate. troy fluarty, Dede

6.2. Benefits - discussed later in meeting (see below)

6.3. Communications - misc web site updates

6.4. Employment - Flex time policy has changed. Guidance provided from Tony Frank on how to proceed. New proposal will be developed with more details and submitted to cabinet. Will provide examples of positions that could benefit and/or currently use flex time (looking at manager perspective).

6.5. Policies and Procedures - none

6.6. nominations/elections - Friday deadline to vote for area representatives

6.7. Service and Outreach - working on shared governance slides for preview

7. Ad Hoc Committees:

7.1. none

8. University Committees:

8.1. Activities - new name upon approval will be “CSU Employee Appreciation Board”. CSU Police Department will be recognized in May.

8.2. Safety Assessment - welcoming solicitations for funding support.

8.3. Benefits - would like feedback on draft document, HR provided stats
8.4. CPC - presentation given at student affairs and noted in Today@ColoState

8.5. Physical development - none

8.6. Parking Services - no meeting planned until Sept, will correspond via email. Looking for rep’s from APC (can have two seats) since Dave will be assuming chair.

8.7. Commission on Women and Gender Equity - meeting next week to plan final recommendation for year. Will request addl’l funding for safe walk program.

8.8. CPC Leave Share Committee - meets monthly to review requests, will provide names and details. Eligibility up to 176 hrs (depending on many variables) and AL must be used. Only available to CP’s. The Commission on Women and Gender Equity considering making a request to expand to AP’s.

Motion to approve by Frank, 2nd by Ryan
CARRIED

9. Unfinished Business:

9.1. Proposed by-law changes of the University Benefits Committee. Frank provided very good background information on the benefit committee’s origin and history and there was some discussion of that. Given the roots of the committee evolved from an advising role to the VP level, it was agreed that there was not a specific need to determine where the charge for the committee would originate as previously discussed and noted in draft. There was also good discussion regarding the need for a co-chair on the committee and was agreed that rotating the chair/vice-chair between AP and Faculty would provide a more effective method of succession and representation. Lois suggested that the proposed by-laws could alternately be defined in an operations policy. The APC will continue to collect feedback of this and it’s possible a policy and/or change to the AP manual could be made instead of creating by-laws.

10. New Business:

10.1. Benefit committee elections - received 7 nominees for two appointments. Jim provided ballots and council members cast their vote; Joanna Holliday will serve on the 3 year appointment and Frank Johnson will serve on the 2 year appointment. The committee will probably not meet again until September.

11. Discussion Items

11.1. none

12. Announcements/Other

12.1. Amy Parsons would welcome more suggestions for the commitment to campus program.

12.2. adjourned 10:10
13. **Next Meeting** - June 14th at 8:30 in NESB