Members Present: Angie Addie (11), Dan Banuelos (2), Sarah Barrett (8), Kristine Bennett (14), Katie Brayden (8), Greg Douras (9), Steven Dove (3), Hilary Freeman (13), Darrin Goodman (15), Joanna Holliday (7), Jim Jensen (11), Jamie King (9), Ronda Koski (7), Kris McKay (7), Alan Mertens (12), Shaila Parashar (11), Anita Pattison (13), Jill Salahub (9), Linda Selkirk (15), William Sprouse (12), Edit Szalai (14), JoLynn Troudt (14), Marty Welsch (5), Woody Woodward (1), Dave Mornes (Chair), Toni-Lee Viney (Vice Chair), Terri Pecora (CPC Liaison). Guest: Jacque Clark, Beth Kessler.

1. Call to Order – 8:34 a.m.

2. Announcements
   - APC 2013 Election Results – Dave announced the election results and introductions were made for the benefit of the new members in attendance.
   - Open Forums with candidates for the position of Chief of University Police:
     - Wednesday, May 22nd, 2:30 to 3:30, LSC 224-226, Lieutenant Scott Harris
     - Wednesday, May 29th, 2:30 to 3:30, TILT 221, Lieutenant Frank Johnson
   - June 10th – Final APC Meeting for 2012-13, 8:30-10:30am, Bohemian Auditorium in Rockwell West. Bob Schur and Jason Johnson will provide a summary of the 2013 Colorado Legislative Session.
   - APC Annual Retreat, Wednesday, August 7th, 8:00am-4:00pm, CSU Tamasag Center

3. Guest Speakers
   3.1 Chris Mullen, Assistant Director, Recruitment and Selection, Office of Equal Opportunity

   Chris was hired to fill a new position in the Office of Equal Opportunity. Chris oversees the AP and faculty searches on campus, which consists of 2/3 of all searches. He also coordinates training for search chairs, EO coordinators, search committee members, and search staff. Chris also assists with searches and search approvals at various intervals throughout the search process. The OEO assists with ADA requirements, exit interviews, grievance procedures, complaints, etc.

4. Action Items

   4.1 Approval of April APC Meeting Minutes –Linda made a motion to approve the April minutes and Greg seconded. The motion was CARRIED.

   4.2 Committee Appointments:
   Grievance Panel: reappointment of existing members, Dan Banuelos and Calvin Bagley.
University Benefits Committee: Jennifer Bissel and Scott Woods have both volunteered for the two openings on the committee.

Physical Development Committee: Edit Szalai volunteered to serve on the committee. Kristine Bennett made a motion to approve all nominations and Linda Selkirk seconded. The motion was CARRIED.

5. Officer Reports

5.1 Chair – See written report. Dave presented the Distinguished AP awards at the Celebrate Colorado State event. Dave and Toni-Lee are working on the annual mediator evaluation. The Parental Leave committee is working on a final draft of the planned policy. The Executive Committee is looking at purchasing some promotional items with the new APC graphic. Dave asked for suggestions for useful items to look at. Some suggestions made were a magnetic clip and a letter opener/multi-tool.

5.2 Vice Chair – Toni-Lee recently sent out an email to APC Representatives seeking RSVPs for the APC Retreat, names of alternates, and each Representative’s top three committee selections.

5.3 Secretary – no report

5.4 Treasurer – Linda reported that $317 was spent this month on awards. She passed the month’s financial report around for everyone to review.

6. Standing Committee Reports

6.1 Executive Committee (Dave) – See written report. Dave mentioned that the Executive Committee is still examining at-large membership for the APC. The Executive Committee will be asking the council and specific committees to explore this further at the retreat in August.

6.2 Awards – The committee has not met since the selection of the Distinguished AP award winners.

6.3 Communications (Darrin) – The committee met last Friday to discuss the future of the committee in light of Emily’s departure from the University. Darrin informed the council that the listserv management tool being used to manage the APC area listservs are not functioning properly. The Communications Committee/APC needs to figure out options for fixing or replacing the tool. Darrin has talked to ACNS about a solution, but their tool does not have the same functionality as the current tool being used. Darrin is looking into developing a solution, but it will be a lengthy process. There was discussion of the current APC structure and how any changes would affect the listserv and efforts to update/reprogram it. At their meeting, the committee also discussed the Communications Plan, but the part of the plan dealing with the listservs is currently on hold due to the need to find an alternate solution. The redesign of the APC brochures was discussed. Dave mentioned that in the draft he received, some of the verbiage needs to be updated and
specific names/contact information need to be removed. Dave asked the committee to combine the best of the recruitment flyer/brochure with the APC informational brochure. Darrin will contact Juliana and see what stage the brochure is in.

6.4 Employment (Joanna) – The flexible work arrangements policy has finally been placed into the HR manual. The committee is working on their final report for the year.

6.5 Nominations & Elections (Kris) – At their last meeting, the committee reviewed how the online election worked out. The committee felt that the process went really well, despite the issues with the listservs. Kris passed around two different membership matrices for everyone to review. Kris asked for anyone noticing any errors on the matrices to let her know. There was discussion of keeping consecutive or comprehensive terms on the form. The consensus was to keep consecutive term data on the matrices and keep comprehensive term data elsewhere (how many years served in total).

6.6 Policies & Procedures (Linda) – The committee did not meet last month.

6.7 Service & Outreach (Dan) – The Spring Outreach was held on April 9\textsuperscript{th}. The snow discouraged a lot of participation. The committee will be meeting to discuss outcomes for the year and collecting suggestions for next year’s committee.

7. Other Committee Reports

7.1 AP Emeritus Ad Hoc Committee (Anita) – Katie and Anita reported on their progress so far. The committee has collected some policies from other universities along with the current Emeritus status policy for faculty at CSU. The committee will be working on a draft policy to distribute to the Council for comment and discussion at the annual retreat.

7.2 Benefits Committee (Joanna/Angie) – The committee has drafted their final recommendation report highlighting their top three efforts for the year, which included: DCP improvements, administrative leave policy enhancements, and CSU retiree eligibility for long-term group rates. Angie and Joanna are currently working with CCS to develop a website for the UBC, which is being funded by Amy Parsons.

7.3 Classified Personnel Council (Ronda/Terri) – The CPC met April 16\textsuperscript{th} and had a guest speaker from Parking Services, Brian Grube, who talked about the permit-less parking permit system. Tony Decrosta also spoke to the Council about budget. Classified Personnel will be receiving a cost of living wage increase in addition to merit increases this year. There is also a 3\% salary exercise for AP’s and faculty this year. The CPC annual awards luncheon is May 22\textsuperscript{nd}.

7.4 Commission on Women and Gender Equity (Dede) – Jill reported that the committee met with Tony Frank two weeks ago, but she was unable to attend so she was unable to report on the meeting.
7.5 Parking Services Committee (Anita/Hillary) – Anita reported that the committee met last week for the last time this academic year. The committee discussed summer maintenance in parking lots. Parking Services is currently in the process of hiring an alternative transportation coordinator. Parking Services expects to compile the results from the parking/transportation survey in July. There will increases in the cost of daily permits, hourly parking, and fines, but not for annual permits. Permits will be distributed this year, but the new permit-less system will be in place and license plate numbers can be added to your online account. You will need to call Parking Services if you have a rental car.

8. Meeting adjourned – 9:50 a.m.