Members Present: Angie Addie (11), Jamie Alexander (8), Dan Banuelos (2), Kristine Bennett (14), Lynn Borngrebe (15), Katie Brayden (8), Kelley Brundage (2), Cathleen Campbell-Cawley (1), Steven Dove (3), Hilary Freeman (13), Darrin Goodman (15), Erin Heim (12), Joanna Holliday (7), Jamie King (9), Mike Macklin (15), Alan Mertens (12), Shaila Parashar (11), Anita Pattison (13), Jill Salahub (9), William Sprouse (12), Edit Szalai (14), JoLynn Troud (14), Marty Welsch (5), Deborah Yeung (6), Timothy Gallagher (Faculty Council), Terri Pecora (CPC Liaison)

1. Call to Order – 8:34 am

2. Announcements
   - President Frank’s Open Forum, October 30, 4-5pm (Faculty/AP)
   - APC/CPC Fall Outreach Event at the Veterinary Teaching Hospital, Nov. 8, 3-5pm
   - VP Amy Parsons will be the guest speaker at the Nov. 11 APC meeting APC Monthly Meetings for 2013-14, 8:30-10:30am, LSC 230 – Nov. 11, Dec. 9, Jan. 13, Feb. 10, Mar. 10, Apr. 14 (LSC 220-2), May 12, and June 9

3. Guest Speakers
   Fred Haberecht, Assistant Director with Facilities Management, Amy Parsons, Vice President for University Operations, and Aaron Fodge, Alternative Transportation Director

Fred started his presentation with a historical view of the campus and transportation. Historically, land has been plentiful and cheap but it is now scarce and expensive. The cost for constructing parking lots is very expensive, particularly parking structures. There is a continuing trend toward removing parking from the center of campus and moving it to the perimeter. CSU faculty, staff, and students still drive more than other peer universities, particularly CU Boulder. The University is predicting that going forward that there will be many more people taking advantage of alternative transportation opportunities. Parking permit costs are about half of surveyed peer institutions so there is discussion of raising the rates for parking permits going forward.

Aaron Fodge spoke about alternative transportation options. Currently, he is looking for ways to maximize the efficiency of existing transportation systems on campus. He presented three reasons for using alternative transportation and the benefits to the University. There are potential monetary savings: employees can save money by getting to work in a cheaper way. The University can save money and resources by not having to add more parking. Alternative transportation can provide time savings- by commuting to work, employees can use that time to do other things rather than sitting in traffic in single-occupancy vehicles. There can also be health and wellness benefits particularly if an employee chooses active transportation, which is using transport to work as fitness, i.e. walking from the bus to the office or biking to work. Using transport to work as fitness can also reduce the stress of driving to work. Aaron is currently working with the
City of Fort Collins to offer bike share bikes at Max stations when the Max BRT bus line opens. The University is also looking at investing in a carpool matching service; preferential parking spaces; sharing parking pass costs; vanpool services; and emergency ride home options. Other ideas being examined include: flexible spending accounts for transportation to be used for vanpool, parking, and enhancing the bike infrastructure with additional campus routes, bike share, more bike racks, and bike storage. There is currently a bike sharing program in the works. Aaron is also working on developing a telework protocol though he expects that there will be some institutional challenges involved with this option.

The City of Fort Collins is working on a proposal to change the bus routes coming onto campus that would come online with the MAX BRT line. CSU is looking at whether to invest some money to support transit by adding routes to the Foothills campus and West side of campus. CSU is also looking at on-campus shuttle options either with the city or with CSU owned buses. With the Max BRT line coming online, an internal shuttle would allow for connecting people to other areas of campus.

Amy Parsons spoke about changes that are on the horizon regarding transportation. Some options are achievable and not that expensive, but other options are very expensive. Right now, a lot of options are being explored. One option includes stepping up the parking permit cost over the next 10 years to help with funding more parking and transportation infrastructure. Another option being explored is using a tiered parking permit system where the cost for parking on the interior of campus would be greater than parking in lots further away from the core of campus. An interior circulating shuttle would also potentially cut down on the number of car trips made throughout the day. Another option that the University is examining is the outsourcing of parking. Amy will be talking with the Board of Governors in December about the potential for outsourcing parking at CSU and if analyses prove it may be a good route to go down, will ask the BOG to allow for a request for proposal to be sent out. Amy mentioned that the current proposal with the City of Fort Collins would include a transit pass for all employees.

A question was raised about employees and students parking in neighborhoods surrounding CSU and Fred responded that the City has enabled any neighborhood to enact their own permit system and one neighborhood has already done this. A question was raised about visitor parking and Amy suggested that signage can definitely be improved. Fred also mentioned that once the MAX BRT construction is finished, there will be a recalibration of metered parking spaces on campus. Two ideas were given to Amy and Fred: allowing the purchase of an allotted number of days to park; getting billed for the days you park on campus (tracked through the permit-less system, then billed through Payroll).

After Frank, Amy and Aaron left, the Council discussed the outsourcing of parking further. Everyone wanted additional information, so Dave will be asked to request more information and either send out an email update or bring the information to the next meeting. Tim Gallagher mentioned that Tony Frank will be speaking about this at the November Faculty Council meeting and anyone is welcome to attend.
4. Action Items
   4.1 Approval of September APC meeting minutes
   Kelley Brundage made a motion to approve the minutes and Kristine Bennett seconded. The motion was CARRIED.

   4.2 Appointment of Lois Samer to the Parking Services Committee effective 10/1/13-9/30/15 to replace Anita Pattison. A motion was made by Hilary Freeman to accept the appointment of Lois Samer to the Parking Services Committee, Dan Banuelos seconded the motion. The motion was CARRIED.

5. Officer Reports
   5.1 Chair (Dave) – See written report. Dave was not in attendance.

   5.2 Vice Chair – no report. Toni-Lee is currently on maternity leave.

   5.3 Secretary – (Angie) – no report.

   5.4 Treasurer (Kristine) – Kristine reported that there were two expenditures for the Trial Garden event in September. The budget report was passed around. There was a brief discussion of the Communications Committee line item for creating and printing the new APC brochure. Darrin asked for information about where the funds in the budget previously came from.

6. Standing Committee Reports
   6.1 Executive Committee (Dave) – See written report.

   6.2 Awards (Janella) – The committee met last week and have worked with Darrin to get the website updated. The committee is now seeking nominations. At the meeting, the committee also came up with a game plan for advertising for nominations. Goodies will be brought to the November APC meeting to distribute to APC Representatives to distribute to APs in their areas.

   6.3 Communications (Steven) – Steven circulated the draft of the new brochure. The committee is planning on printing these soon. Steven will need to meet with Kristine regarding the budget. The committee has looked into options for getting access to up-to-date mailing lists and is working with the Nominations and Elections Committee on this. Kelley was able to get a query from HR that will allow for a regular update of the mailing lists. The update process will be manual, but could be done once per month. Steven will update the listservs which should only take a short time to process.

   6.4 Employment (Joanna) – Joanna asked everyone to review the written report. The committee is currently looking at additional options for the Commitment to Campus. Joanna asked if anyone knows of a person in their college, department, or unit who would be able to work with them on job sharing, reduced work time, etc. The consensus was that they didn't know of anyone in their units but that they would likely go to their HR liaison.
6.5 Nominations & Elections (Kelley) – The committee received a census of all APs and was able to get a query of all AP email addresses from HR. HR will be able to run the query each month, then the listservs can be updated. The committee has already contacted folks who are up for re-election this year. According to the census received, all areas have increased their numbers of APs. Some areas are close to going from one to two representatives this year. A question was raised regarding how the areas are selected. There was discussion of the potential need to restructure some areas.

6.6 Policies & Procedures (Lynn) – At their last meeting, the committee looked into the proposed at-large membership. There was discussion regarding the need or perceived need for at-large membership. Everyone was asked to read through the proposed change and be prepared for discussion and a vote at the next meeting.

6.7 Service & Outreach (Deborah) – The committee recently met and discussed upcoming events, including the fall outreach event, the Benefits Fair, and hosting a PDI. The Fall Outreach event will be on Friday November 8th from 3 to 5 p.m. Edit is coordinating the event with CPC and will need volunteers to help with the APC table on the day of the event. The Drake Center has been reserved for March 27th from 11:30 a.m. to 1:00 p.m. for the Spring Luncheon. The committee will look into providing a shuttle from main campus if the budget will allow for one to be rented. The cost for the catering will be the same at the Drake Center because it is being provided by LSC Catering. Deborah asked for guest speaker suggestions and one suggestion was given: Dr. Alan Lamborn Reinvention Center. The committee will need volunteers for this event as well. Deborah asked for comments or suggestions for the spring outreach event. The committee is looking for another new area to highlight. Outreach events may start being held in different buildings to highlight the various areas on campus. The Service & Outreach Committee has decided most likely against hosting a PDI session this year, but asked if anyone would be interested in hosting one on behalf of the APC. Deborah also asked for volunteers to help run the APC table at the Benefits Fair on Wednesday, 11/12.

7. Other Committee Reports

7.1 Emeritus Status (Katie) – The committee has finished gathered data on all four-year institutions in Colorado and added suggestions made at the last meeting to the rationale statement. Tim Gallagher suggested that the Emeritus language would be best located in the D section of the Manual. Katie will send out the recommendation from the committee to all APC Representatives and ask that everyone review the recommendation and be prepared to take a vote at the next meeting. There was an additional suggestion to provide comparison data for CSU’s official peer institutions.

7.2 Further committee reports postponed for next meeting due to time constraints.

8. Meeting adjourned – 10:29 am