Members Present: Mary Atella (12), Sarah Barrett (8), Rosanna Bateman (9), Kristine Bennett (14), Angie Branson (11), Ann Bohm-Small (5), Kelley Brundage (1), Steven Dove (3), Melissa Emerson (6), Heather Foster (6), Darrin Goodman (15), Barb Gustison (3), Joanna Holliday (7), Tosha Jupiter (10), Kelly Kimple (8), Anita Pattison (13), Bill Sprouse (12), JoLynn Troudt (14), Scott Woods (15), Deborah Yeung (6), Toni-Lee Viney (Chair), Dave Mornes (Past Chair), Terri Pecora (CPC Liaison), Bob Schur (guest)

1. Call to Order - 8:31 am

2. Announcements
   - November 11<sup>th</sup> – Benefits Fair
   - November 12<sup>th</sup> – Ripple Effect Proposals Workshops
   - November 11, 17, 19, 21 – Health Fair
   - November 20<sup>th</sup> – APC/CPC Fall Outreach Event
   - December 8<sup>th</sup> – APC Meeting – Guest Speakers: Tony Frank, President & Amy Parsons, VP Operations
   - December 19<sup>th</sup> – Ripple Effect Proposals Due
   - January 12<sup>th</sup> – APC Meeting – Guest Speaker: Lorie Smith, Director of Organizational Development & University Initiatives
   - February 9<sup>th</sup> – APC Meeting – Guest Speaker: Aaron Fodge, Alternative Transportation Manager
   - Reminder to consider using Around the Horn (campus shuttle)

3. Guest Speaker
   Mary Ontiveros, VP of Diversity and Jennifer Schneider, Institutional Research

   APC was the first group to be presented the information gathered from the Campus Climate surveys. The Campus Climate survey conducted in spring 2014 aimed at getting empirical evidence of CSU's strengths and weaknesses. There were also some benchmarking questions added to the survey that will be a part of future surveys. The majority of this survey was directed at specific constructs that were relevant for this year. The next survey will examine different constructs. Only about 28% of respondents self-identified with the assurance of confidentiality given upfront. There were over 8,000 employees on the listserv who received an invitation to complete the survey and roughly 26% of those employees responded. 63% of respondents were female and 12% that responded were from an ethnic/racial minority group.

   Constructs that were focused on this survey were: commitment; institutional communication; satisfaction with supervision; campus' commitment to diversity; department's commitment to diversity; general campus perception; and general departmental perception. Generalized responses to these constructs were presented:
* Commitment to CSU, department, and commitment to staying: AP employees have higher commitment than other employee group types.

* Communication: APs are happier with institutional and departmental communication. Specific areas mentioned most frequently where employees would like to have improved communication are include: compensation and salary, campus growth, and institutional initiatives.

* Satisfaction with supervision: APs are happier overall with supervision than Classified Personnel and Faculty. Supervisors were asked to fill out a separate set of questions and the results showed that 55% of AP respondents are supervisors. There was no significant difference in the responses from supervisors that they felt they had the necessary resources to be successful supervisors.

* Diversity: Approximately 2/3 of respondents felt there should be some kind of diversity training at CSU.

* Campus and departmental perception: the majority of respondents would recommend CSU as a place of employment. 58% of respondents feel that employees are treated equitably. Overall, institutional equity is perceived to be greater than at the departmental level.

Some general observations mentioned in the presentation included: women had higher commitment scores; men felt they had more adequate resources as supervisors; minorities felt they were better supervisors; and employees who had graduated from CSU showed higher commitment and campus perception than non-CSU alumni.

The impact and action items from the collected survey data will lead to:
* Improvements in institutional communication by providing more information on requested areas and relaying these survey results to appropriate units.
* Improving supervision through supervisor training.
* Diversity training
* Bystander institutional campaign to work toward eliminating discrimination and harassment.
* Provide longitudinal benchmark to gauge progress toward improving both campus and departmental perceptions.

There were also some open-ended questions on the survey. Jennifer presented some of the generalized observations from answers to these questions.

* Self-Identification: respondents were asked why they felt uncomfortable linking their survey results to their employee ID (employee number) and some of the respondents replied that they didn't feel safe doing so. Some respondents admitted that if they were required to self-identify, they may not answer honestly. Jennifer explained that if eID were used, it would only link to demographic data and Jennifer is the only person viewing this information.
* Reasons to keep employees committed: benefits and working with co-workers/coworkers were top reasons given.

* Improving supervision: the largest number of respondents said that they are satisfied; a minority of responses given were negative with specific reasons for not being happy with supervision.

* Bystander issues: many employees responded that they would like to receive bystander and intervention training.

* Communication: People want communication from their deans and department heads. People appreciate Tony Frank's emails because it communicates that he cares enough about employees to keep them informed of what is going on at the University.

A more detailed report will be available on IR or Diversity website for those that would like more information about the survey results along with results from the focus groups that were conducted.

**Mike Hooker, Kayla Green, and Kyle Henley, SOURCE (formerly Today@colostate)**

Mike and Kayla briefly spoke to the Council about SOURCE. Mike explained that Today@Colostate was in need of a redesign and the External Relations department had been looking at ways of communicating both externally and internally. Reflecting the change in public relations/communications methods within the last 3-5 years, the team decided to move to telling our stories at CSU on a new platform. SOURCE now uses video, great photos, graphics, and great stories instead of press releases. CSU’s current social media outlets give us a wider audience than traditional media outlets and SOURCE connects easily with those social media outlets. SOURCE is a daily news site with an email that goes out twice per week which contains only a portion of the stories available from the website.

4. **Action Items**
   4.1 Approval of October APC meeting minutes
   Kelley Brundage made a motion to accept the minutes, Joanna Holliday seconded and the motion was CARRIED.

   4.2 Approval of Ad Hoc Committee on APC Representation
   Kelley Brundage made a motion to approve the creation of an ad hoc committee on APC representation. Joanna Holliday seconded and the motion was CARRIED.

5. **Officer Reports**
   5.1 Chair (Toni-Lee) – See written report. Amy Parsons welcomed a report from APC with formal feedback for Parking and Transportation. HR is looking into considering an option for a medical plan with a high deductible to allow for HSA. While they are in
early stages of discussion/research, they are considering changing the green plan to allow for this change.

5.2 Vice Chair (Katie) – Not in attendance. Katie is currently on maternity leave.

5.3 Secretary (Angie) – Angie's name officially changed.

5.4 Treasurer (Kristine) – Kristine reported that items were purchased for the Star awards last month. Money has also been reserved in the budget for DAPA awards.

6. Standing Committee Reports

6.1 Executive Committee (Toni-Lee) – See written report.

6.2 Awards (Janella) – AP award nomination reminders available for reps to take back to areas.

6.3 Communications (Steven) – Jennifer finished the APC newsletter which was sent by lead communicators to their areas. Steven recently met with CCS regarding purchasing a new tablecloth and they will be donating lanyards and a template for name tags. The committee has been discussing creating a video, but may use the video that is being created on shared governance for the 100 Years of Shared Governance anniversary. There was recently an article in CSU Life on AP Star awards. Service & Outreach asked for lead communicators to send out an email reminder about the Fall Outreach event.

6.4 Employment (Joanna) – At their last meeting the committee was presented with a mock-up of a care resource website. The first cohort of supervisory training is currently ongoing and in the spring, there will be a roll-out of leadership training along with a new supervisory training cohort. A separate executive development training track will be coming, it’s currently being referred to as a leadership academy. A navigator position is being developed that would be housed out of EAP. This position would help employees with locating resources and benefits. A proposal has been submitted for an AP PDI in January. Joanna is hoping to record the presentation and make it available to anyone that could not attend that would like to have the information presented. The committee is continuing to work on their professional development initiative which would help staff offset costs for membership, conferences, and trainings. The committee is considering the CPC professional development scholarship as a model and may submit a proposal for start-up funds for the scholarship to the Ripple Effect. An area representative asked the committee to add ridesharing to the care resource website. The VIPS subcommittee has gathered survey results and peer institution comparisons and is now considering taking their proposal out of the context of VIPS, leaving that intact and creating a new model of volunteerism.

6.5 Nominations and Elections (Kelley/Sarah) – Did not meet last month.

6.6 Policies and Procedures (Bill/Lynn) – The committee put forward a change to the APC Constitution, adding ex-officio non-voting members from the Office of Policy and
Compliance and Human Resources. Ann Bohm-Small made a motion to approve the membership and representation changes. Kristine Bennett seconded and the motion was CARRIED.

6.7 Service and Outreach (Kristine/Shay) – There will be an APC table at the Benefits Fair tomorrow. The Fall Outreach event is scheduled at the LSC for November 20th. Shay asked volunteers to contact a committee member for more information about volunteer shifts. The committee is continuing planning for the spring luncheon. Bob mentioned that he has 250 tickets to athletic events (basketball & volleyball) that he would like to provide employees as giveaways through the councils.

7. Other Committee Reports

None – see written reports.

8. Adjourned – 10:34 am
Meeting Minutes:

Faculty Council – Oct. 7
- Notes below are from Angie Addie as I was absent at this meeting.
- Work on the FY16 budget process has begun. There is a tentative 6% tuition increase for residents, 4% increase for non-residents, and 3% increase for graduate students.
- The Colorado Commission on Higher Education is holding a public outreach meeting to discuss HB 14-1319, which will affect the formulas by which institutions of higher education are funded in Colorado. Tony expressed his opinion that CSU is well-positioned to the various metrics that may be chosen to formulate funding models.
- Enrollment is essentially flat this year. There has been growth in non-resident enrollment but a bit of a drop in Colorado resident enrollment.
- Retention and graduation numbers continue to increase, getting national attention for CSU.

Committee on Strategic & Financial Planning – Oct. 13
- Notes below are from another committee member as I was absent at this meeting.
- Approved a new program proposal for a Master of Communications and Media Management through the Department of Journalism and Technical Communication.
- Revised operating procedures.

Faculty Council/APC/CPC Chairs Meeting – Oct. 16
- Discussed plans for 100 years of shared governance and spoke with Doug Garcia through Creative Services about options for gifts, folders, flash drives.
- Made plans to finish gathering information to be able to submit a budget proposal for 100 years of shared governance plans.
- Also discussed welcome packets to chairs, deans, and associate deans.

VP Operations, Amy Parsons – Oct. 20
- Discussed concerns with parking changes and agreed to submit a report to Amy on APC’s feedback related to proposed changes to parking and transportation.
- Updated Amy on welcome packets and general plans for 100 years of shared governance.
- EAP is expanding to be an option for non-benefits eligible employees. This will take effect in the fall and will include part-time AP employees.
- Provided Amy with APC’s annual report.
- Discussed supervisory training and need for mandatory component – there is an interest to have diversity and rules of the road sections be mandatory. Moving forward, the expectation is that these trainings will be more balanced among AP, state classified, and faculty.

APC/CPC Monthly Meeting – Oct. 21
- We invited Jason Sydoriak, ASCSU CLA Senator to share some updates with us:
  - Shared proposal of a citizen review board to ensure due process with campus police

Director of HR, Diana Prieto – Oct. 21
- Associate Director Search is underway.
  - Campus interviews will occur in Nov.
- This person will take on communication efforts among HR professionals across campus, among other items.

- **VIPS**
  - Diana shared that private care will be a challenge to justify for VIPS expansion.
  - Encouraged proposal to include a focus on public benefit (this is different from community benefit).

- **Benefits Costs**
  - Gold plan - deductible will increase from $500 to $750.
  - 4% increase for all plans – first increase since 2009.
  - In comparison, community colleges and Pueblo experienced an increase of 7.6% and CU an increase of 6%.
  - Next year there is a desire to discuss option for a high deductible plan which will have an HSA component.
    - Diana and Teri will attend and APC meeting in the spring to share information on this option.

- **People Admin**
  - Integration into Oracle caused a delay in rollout.
  - Next wave will possibly go live in November.
  - They are making enhancements to training, providing more screenshots and in person trainings will now be topic focused so people can select which components are most relevant to their roles.

**Committee on Strategic & Financial Planning – Oct. 27**
- John Morris, Interim Director of Athletics attended to share a proposal for providing athletes with an additional meal option, costing 400-420K for the next academic year. Currently requesting 190K to start up program in spring 2015. Committee shared concerns about impacts to general fund and requested cost-sharing be required as well as a review of performance metrics.
- CoSFP will consider adding representation from non-tenure track faculty.

**APC Executive Committee Meeting – Oct. 28**
- See written report.

**APC Committee Chairs Meeting – Nov. 4**
- Discussed preliminary thoughts on campus climate to share at the APC December meeting.
- Nominations and Elections proposed the development of an ad hoc committee to address APC representation and structure of areas.
- Employment committee shared updates on professional development fund and will look into submitting a proposal for the Ripple Effect as seed money.
- Awards discussed ways to provide monetary awards for AP Star Awards.

**Faculty Council – Nov. 4**
- Mary Stromberger shared that she attended the Colorado Commission on Higher Education to learn more about new funding formula. Metrics were decided back in May, there will be 10 variables and the CCHE will determine by the end of December how this will impact institutions. The new funding model will go in to affect in the next fiscal year.
- Faculty Council charged CoRSAF to review the section of the manual regarding sexual harassment – they will need to do another round of revisions to address new federal regulations (appendix 1).
Diana Prieto and Teri Suhr shared information about an option for a new medical plan that HR is currently considering for next FY. This plan would be a high deductible health plan with a health savings account.

**Upcoming Meetings/Events:**
- APC Committee Chairs Meeting – Nov. 4
- Committee on Strategic and Financial Planning – Nov. 10
- University Benefits Fair – Nov. 11
- APC and CPC Monthly Meeting – Nov. 11
- Councils Chairs’ Meeting (Faculty Council and CPC) – Nov. 20
- APC/CPC Fall Outreach Event – Nov. 20
- APC Executive Committee – Nov. 25
- Committee on Strategic and Financial Planning – Dec. 1
- VP Operations – Dec. 2
- Faculty Council – Dec. 2
APC Committee Report Form

Committee Name: Executive Committee

Meeting Date & Time: October 30 from 4-5 pm

Members Present (list only if you are reporting on behalf of a standing committee):
Toni-Lee Viney, Kristine Bennett, Angie Addie

Topics and Issues Discussed:

The agenda for the upcoming meeting on November 10th was discussed. Mary Ontiveros will be coming to speak to the council and a representative from SOURCE will also be presenting.

SPARC reports will be added to committee reports, but in the interest of time, written reports will be requested with verbal reporting/discussion of only major topics coming out of the SPARCs.

There was some discussion of forming an ad-hoc committee on Parking and Transportation, but it was decided to have a discussion item at the council meeting and ask Rosanna Batemen, as the APC representative to the Parking Services Committee, if she would be willing to write up formal feedback from the council as a whole.

There was a review of the agenda for the upcoming committee chairs meeting. The committees will be reminded about completing the SWOT or other feedback regarding campus climate in response to Tony Frank’s spring email to the university. It is expected that there will be some discussion at the November 10th APC meeting particularly after hearing the report from Mary Ontiveros about the campus climate and priorities for the conversation with Tony Frank at the December council meeting.

Action Item(s) for APC Meeting:

☐ None

☐ Need Council Input or Discussion on:

☐ Action Item for Communications Committee:

☐ Ready to bring the following to council for action:

   Proposed motion:

Next Meeting Date, Time & Place: November 25, 3:30-4:30 at Mugs
Committee Name: Awards Committee

Meeting Date & Time: Discussion via email

Members Present (list only if you are reporting on behalf of a standing committee): Met via email.

Topics and Issues Discussed:
We distributed APC star business cards and candy. Cards are available at the November APC meeting. Please take a plastic bag and fill it! More will be available at the Benefits Fair and at the Fall Event.

Tosha rewrote and emailed a notice of the AP Star Awards, which is receiving rave reviews!

We continued discussion regarding wording in the APC committee policy and procedures for the award criteria. We are now fielding questions regarding the AP Star award being an individual versus group award. This topic was also discussed at the APC Committee Chair meeting on Tuesday, November 4. We should have wording by the next APC meeting to bring to council for discussion.

Janella attended a meeting with Toni-Lee, Jeff Sturgeon (CPC Chair), Erika Borges and Kelly Rainwater on Wednesday, October 22 to discuss the Distinguished Administrative Professional Award (DAPA) timeline and budget. The deadline for the DAPA nominations is Friday, February 27. The Celebrate Colorado State Awards Event is currently scheduled for Thursday, April 16. This information will be posted online and marketed to the CSU community in the next few weeks.

Action Item(s) for APC Meeting:

___ none

___ Need Council Input or Discussion on:

___ Action Item for Award Committee:

___ Ready to bring the following to council for action:

    Proposed motion:

Next Meeting Date, Time & Place: 1 p.m. Thursday, December 4 in the Engineering/ENS conference room.
APC Committee Report Form

Committee Name: Employment

Meeting Date & Time: October 27, 2014

Members Present (list only if you are reporting on behalf of a standing committee): Joanna Holliday, Rosanna Bateman, Anita Pattison, Woody Woodard, Angie (Addie) Branson, JoLynn Troudt, Debra DeVilbiss (CPC)
Optional: Kelly Kimple (VIPS), Kristine Bennett (VIPS), Sheela Backen(VIPS), Shaun Case
Unable to attend: Ann Bohm-Small, Alex Carter
New member: Bonnie Emerick

Topics and Issues Discussed:

CSU Cares website:
Guest speakers Lorie Smith and Marsha Benedetti, along with their web developer, Drew (student employee), gave an overview of mock-up of “CSU Cares”, a web-based services exchange that is based on the www.Care.com site. This in an outcome from a recommendation from both Councils that we have need for CSU to help provide an interchange for care providers and a network that people can take first steps to help address needs. If you have suggestions for a different name, that is still open.

Lorie stressed it is not meant to compete with Student Employment Services; this will be focused on employee-to-employee referral and requests. It may be opened later to allow providers to promote their services. Initial recommendation is to open it up to outside vendors to promote their services, but as far as accessing it to restrict to CSU community.

Regarding the idea of “quality control,” Jason Johnson, General Counsel, suggested using a disclaimer stating we don’t endorse these services and do not conduct a background check. Employees will need to do their own careful screening and selection process.

Lorie said she will send screen shots of the website to distribute to our committee as well as the Task Force Committee so we may provide additional feedback and recommendations in more detail. The preliminary categories we saw included: Child, Elder, Pet, Tutoring.

When site gets close to launch, we will run by Councils one last time in some manner TBD. Launch date is TBD.

Navigator Position:
The university is considering a Navigator position; the idea springs from the Bridges out of Poverty initiative sponsored by the Bohemian Foundation.

Rebecca Sanchez in Housing and Dining was providing similar services in HFD, but she retired. We need this position to help our employees “navigate” the various resources and social services that that can access either at CSU or in the committee. Skills include: bilingual with ability to speak and translate, also need a social work background. Housing and Dining said they could support 50% of the position and VP Amy Parsons will cover the rest. The Navigator can refer employees to local providers that are specific to the needs of the employee. They will report to the EAP for confidentiality purposes.

Leadership/Supervisor training:
Marsha Benedetti reviewed progress on the training initiative. We now have a pilot group currently training under supervisor curriculum; attendees are from Operations mostly because they were the simplest to recruit and work with. The idea was to start small with a specific population.

Marsha and her team identified supervisors with 12 mo. to 3 years’ experience. The current cohort started in October and will run for 9 months. They meet every other month with small group work in between. Marsha will begin another pilot group in the Spring that focuses on Leadership curriculum. The cohorts will move together through the training to do a 360 assessment and there will be follow-up opportunities to support the learning after the training is done.

These pilot groups will allow Training & Development to get a handle on the curriculum, then they will decide what needs to be mandatory and get clear on the time commitment. They are using Housing & Dining curriculum a starting point, and building on it. They are also working with Central HR Employee Relations Eric/Jill in HR (Jill is gone now) and Ria in VP for Diversity office.

Regarding the issue of this training being mandatory, they expect that the “rules of the road” and diversity/inclusion “Inclusive Excellence” curriculums of the trainings would be the only part that’s mandatory. However, it is still in development. They also want to create a certificate that would have value in our system, such as for promotion documentation.

VP Amy Parson has provided one-time funds to get this going.

The Leadership Academy will be based on a similar model with cohorts moving through together, perhaps a series of courses, to build strength for new leaders. Topics to cover could include strategic thinking, managing change, budget management and broader issues of trends in Higher Education. VP Dan Bush would like a separate training for new Department Chairs that would also include tenure & promotion, conflict of interest and other special interests relevant to managing an academic department. Outside trainers will likely be used for these trainings. They are looking to pilot a few modules this spring. This project has base funding assigned to it.

Finally, the proposed Executive Development program would use trainers external to CSU.

Professional Development – Last year our informal survey pointed to a key interest from our members in monies to help cover or offset costs for certifications, meetings, conferences, trainings. ToniLee indicated she’s also received inquiries about this topic this year. As AP employees, Do we want to follow CPC Educational Scholarship Model, Do we want to join forces and develop staff scholarship funds, or do we want to pursue other funding mechanism/strategy?

To be added information on VIPS Survey and Development of Proposal

Action Item(s) for APC Meeting:

☐ None

☒ Need Council Input or Discussion on: Supervisory Training – any comments? Professional Development – Model after CPC Educational Scholarship, join forces, or consider other options?
☐ Action Item for Communications Committee:

☐ Ready to bring the following to council for action:

   Proposed motion:

Next Meeting Date, Time & Place: November 17, Sheppardson 114.
Committee Name: Policies and Procedures

Meeting Date & Time: 28 October @ 2:00

Members Present (list only if you are reporting on behalf of a standing committee):
Lynn Borngrebe, Kelly Kimple, Ronda Koski, Bill Sprouse, Jennifer Strange, Bob Schur (ex-officio)

Topics and Issues Discussed:
Adding The Director of the Office of Policy and Compliance, or designee, and the Executive Director of Human Resources, or designee, as (ex officio), non-voting members of the Council.

The following additions and changes, in bold, were discussed.

ARTICLE IV   Membership

Section 1: Membership on the APC is restricted to administrative professionals at Colorado State University, except as otherwise provided herein.

Section 4: Both the Faculty Council and Classified Personnel Council chairs or their designees are eligible to serve as ex-officio, non-voting members of the APC. The Director of the Office of Policy and Compliance, or designee, and the Executive Director of Human Resources, or designee, may be appointed to serve as advisory (ex officio), non-voting members of the Council.

ARTICLE V   Representation

Section 2: The number of members from each of the areas as defined in the APC Manual of Rules & Procedures shall be based on the following distribution:

Scheduled adjustments to the membership of the APC shall occur once every three years beginning in 2000. An annual census of administrative professionals per area shall be conducted by September 30 of every third year using official Human Resource Services data. Based on the census, if an area is under represented, that area’s APC member(s) may petition the APC Executive Committee (with final approval by the APC) for additional representation, subject to a maximum of three (3) members per area. The APC will have a maximum membership of 45 members not including the number of ex-officio or non-voting members.

Section 5: If a person is assigned to more than one area defined in Article V, Section 2, then the individual will be considered as voting with the area of the individual’s “home department” as designated by Human Resources Services.
Action Item(s) for APC Meeting:

☐ None

☐ Need Council Input or Discussion on:

☐ Action Item for Communications Committee:

☑ Ready to bring the following to council for action:

   Proposed motion:

   Accept the changes to the APC Constitution as presented.

Next Meeting Date, Time & Place: 25 November 2014 @ Laurel Hall Conference 101
Committee Name: Service and Outreach

Meeting Date & Time: 10/17- 8:39-9:30 a.m.

Members Present (list only if you are reporting on behalf of a standing committee):
Edit, Shay, Jeanetta, Melissa, Barb, Kristine, Joe

Topics and Issues Discussed:

We are continuing to finalize details for the AP Fall Event, which will take place from 3 – 5 p.m. on November 20th. To easily register people for the event, we are going to set someone up with a laptop and log them into Advance, a database that can easily track who attended than event. From there, it will be easy to send out a survey for feedback. Kristine will help supply snacks andEdit will also see if she can get basketball tickets as a win as a giveaway prize (update: we were not able to secure a prize for the event). Shami from CPC will also have a booth at the event and will provide popcorn for attendees. Kristine is checking with Environmental Health to make sure all snacks provided are OK. The overall plan is have tour guides lead small groups to the various offices. From there, people can learn about what services the LSC provides and check out the renovations.

For the Benefits Fair, we talked about handing out the updated AP brochure at the booth, along with candy (Kristine will provide). We will also possibly have information to hand for for the awards committee.

Also discussed was the Spring Luncheon. At this time, we will have the cheerleaders and band members perform at the luncheon and then include them in the lunch to talk with people at the tables. Shay spoke to Athletics about speakers, and possibilities include John Morris, David Crum or Christine Susemihl. We will also have President Frank speak at 12 p.m. then give out awards and raffle prizes. During our next meeting, Edit will bring a menu so that we can decide on food and Joe will provide a fundraising letter to use for approaching businesses. Everyone will also bring a list of two or three businesses they can solicit for donation prizes.

Action Item(s) for APC Meeting:
☐ None

☐ Need Council Input or Discussion on:

☐ Action Item for Communications Committee:

   Action Item for Communications Committee: Send out RSVP for Fall Event

☐ Ready to bring the following to council for action:

   Proposed motion:

   

Next Meeting Date, Time & Place: 11/13 8:30-9:30 a.m.
Physical Development Committee Report

Date: Oct 23, 2014
Chair: Steve Hultin, Facilities
APC Representative on committee: Edit Szalai, Area 14 APC representative

Issues discussed:

Name change of following buildings:
- Lake-Center Street Garage to Lake Street garage approved, as this is the name everyone uses and posted on the signage.
- Conference Services building, which will house the Diversity group, name request to “Inclusive Excellence” was rejected by the committee, and sent back for further naming suggestions.

Master Plan:
Master plan is developed to maintain current staff/student to faculty ratio, and plan square footage for future expansion according to this predefined ratio.
Green view corridor on campus will be maintained, and campus design will remain pretty horizontal.
The installation of the MAX bus service brought the back side of the campus to front view, so future development needs to take this change into account.

Parking Plan:
- As a result of the 1950’s master plan, parking was pushed to the parameters of main campus.
- 9500 spaces currently exist, and project to lose about 2000, if current expansion of new buildings (Biology, Animal Sciences) is to take place.
- Parking services will not be outsourced. This option was discussed, but not accepted as viable.
- Tiered parking system is now being investigated by parking services.
- This may mean the following:
  1. 24/7 permit parking requirement
  2. State vehicles parked on campus will be pushed further from the core
  3. Opt-in, opt-out monthly payment system
  4. Electronic daily passes
  5. Parking based on seniority, distance to destination tiered pricing, other layering of permit costs.
  6. Foothills parking permit requirements not yet finalized.
  7. Parking Open Forum: Oct 21 4-5.30pm and Oct 29 9-10.30am, both at Cherokee Grand Ballroom.
APC Committee Report Form

Committee Name: Faculty: Faculty/Staff Development SPARC (old name)

Meeting Date & Time: Oct. 29, 2014 at 9:00 am

Members Present (list only if you are reporting on behalf of a standing committee):
Jason Johnson, Mary Stromberger, Ellen Fisher, Lise Youngblade, Jeff Sturgeon, Anita Pattison, Mike Palmquist, Jennifer Aberle, Joe von Fischer, Mary Ontiveros, Diana Prieto, Daniel Bush

Topics and Issues Discussed:
Dan Bush shared with us some background information as to the reason behind the total rewrite of the University’s Strategic Plan. The gist of it (as far as I understand) is that the current plan has nearly 40 goals and it is too difficult to prioritize where the University should focus the limited funds available. We were provided with a working model of a new plan (with only 15 goals) but absolutely nothing is set yet and all input is welcome. The area this group is looking at is what is being referred to as the “people theme”.

Mary Ontiveros had some concerns that the old plan had a strategic plan area for diversity but the proposed plan includes diversity as a goal in the “people theme” area. One concern was that diversity is more than just people. Dan Bush is going to pass on to the other SPARC Committees that we think a diversity goal needs to be incorporated in all areas. A common thread weaving the areas together but the thread needs to be a bold vibrant color, not one that will fade into the background.

We felt our area needs to include goals to make CSU the place of choice to work. This means we need to have adequate and quality staffing, competitive salary and benefits, and provide recognition. We need to provide professional development and training opportunities. Consider work/life balance, promote a campus climate that embraces diversity and differences, and promote civility and accountability. We also need to remember students are the largest group of people on campus and we need to consider them as we work on our area goals.

Action Item(s) for APC Meeting:

__X__ None

___ Need Council Input or Discussion on:

Next Meeting Date, Time & Place: TBA with emails for now