Members Present:
Mary Atella (12), Roseanna Bateman (9), Catherine Bens (5) Ann Bohm-Small (5), Lynn Borngrebe (at-large), Katie Brayden (Vice Chair), Robert Brozka (12), Jeanetta Caligari (4), Kimberly Cox-York (8), Catherine Douras (7), Bailey Dunn (2), Melissa Emerson (6), Tenley French (14), Darrin Goodman (15), Joanna Holliday (7), Lesley Jones (14), Tosha Jupiter (10), Matt Klein (1), Caitlin Kotnik (6), Lisa Metz (11), Shaila Parashar (11), Diana Prieto (HR), Robert Schur (Compliance), Toni-Lee Viney (Chair), Shannon Wagner (15), Shay Webb (4), Deborah Yeung (At-Large)

I. Call to Order – 8:35am

II. Announcements
- Jan. 11 – Gwen Fisher, Assistant Professor Industrial Organizational Psychology: Results of Working Mothers Survey
- APC PDI Session – 10:45-11:45 am in LSC382 – info session by Service & Outreach Committee
- Creating Inclusive Excellence Program (CIEP) – 1/26/16 through 4/5/16 – contact Ria Vigil for additional information – ria.vigil@colostate.edu
- Feb. 8 – Tony Frank, Chancellor and President of CSU: Conversation about Employee Issues – is recorded online, contact Toni-Lee if you cannot find it
- March 14 – Lynn Johnson, Vice President University Operations: Updates from VPUO
- Thank you to Gretchen Peterson and Tosha Jupiter for their work in hosting an event for their area (COB) – if you would like to do something like that, please connect with them on successes
- Pre-tax for transient commuter expenses – legal disclosures from HR in an electronic update. Sign-up for HSA in Fidelity

III. Guest Speaker
- Jocelyn Hittle, Director, Denver Operational Initiatives: Updates on National Western Stock Show – Hittle joined APC to discuss updates about the National Western Stock Show, who has been working for the last two years on the redevelopment project. CSU is a key partner in the National Western Center (NWC), a project to reimagine the current National Western Stock Show site in north Denver, as a vibrant, year-round destination. The National Western Stock show is celebrating its 110th year anniversary this year. The National Western Center project is currently occurring in the north Denver Cornerstone Collaborative with four other partners. The mission “celebrates the pioneering spirit and promise of the West through year-round, experiential, life-long learning, the arts entertainment,…” Program themes include food systems, health, energy, environment, and water, which provide informal and formal educational opportunities. There will be a CSU Center, which will be near the Colorado Commons and Stadium Arena Market. This center will have classroom and lab space, performing and visual arts space, Denver Urban Extension Center, shared exhibit space, community space, K-12 food systems exploration, atrium/conservatory, etc. Other CSU facilities include an Equine Sports Medicine and

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Community Outreach Clinic and a Water Resources Center. Phase I will begin with restoring the river; there are 8 phases that are expected to occur over the next 10 years. State of CO authorized $250M in lease-purchase agreements to fund CSU facilities at NWC and affiliated on-campus facilities; CSU will continue to pursue other funding sources for operations. Overall, ballot measure passed requesting extension of hotel and rental car tax for NWC and Convention Center, Regional Tourism Act borrows against future out of state tax revenue, philanthropic, public, and corporation, etc. funding is being looked into.

IV. **Guest Speaker Topic Discussion**
APC reviewed potential health partnership opportunities and what future National Western Stock Shows will look like. There will be more employment opportunities with the NWC including veterinarians, administrative, research, educational coordinators, etc with anticipation for up to 35 to 40 new staff. There is currently a committee that oversees the stock show and over the course of the next year will put together a governance structure that will charge an authority to run the facility. Please reach out to Jocelyn if you have any ideas that can assist with the project at Jocelyn.hittle@colostate.edu or 303-391-0670.

V. **Proposed Motions**
- PASSED: Approval of November APC meeting minutes
  - Motion: Tenley French
  - Second: Catherine Bens
- Consideration of Endorsement of Principles of Community Statement – moving through final stages, will revisit next month

VI. **APC Initiatives Discussion**
- Colorado Open Records Act (CORA) – The articles are included in the agenda packet that describe recent Colorodoan communication. Jason Johnson from the General Councils Office joined the discussion. In summary, the Colorodoan requested an excel copy of CSU employee information that would disclose title, office, gender and name of CSU employee. Currently, a printed copy is available in the CSU Library, but the Colorodoan desired a searchable document. Generally, CSU only provides pdf and written copies to ensure that data is not going to be manipulated, which is compliant with CORA. State employees are protected by not disclosing personnel information, including gender.
  - Action Items:
    - APC would like to continue to protect employee privacy in compliance with CORA, but would not like to move forward with a formal letter of support CSU’s position.
    - APC would like to share with areas on the current situation. Communication committee will attempt drafting an email to inform constituents and will consult with Jason.
    - Need to further explore how information is displayed in Library. Concerns with employees codes.
- List of Feedback for Tony Frank – memo and survey campus observations is included in the agenda packet from last year. We would like to prepare a similar document for the next meeting with President Frank. In considering the feedback, take raw feedback, create themes. Recommend to organize around APC goals and then provide specific examples of them. Focus on accomplishments of next year and what needs to be maintained

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Consider having the SWOT analysis and then providing a few discussion topics at the bottom.
  o Action Item: Monday, 01/04 send committee feedback to Toni-Lee.
  • Parking – what options do we want to see modeled? Modeling based on salary (sliding scale), punch pass (certain days per month), go online per day and indicate you are on-campus (pay as you go), tiered parking, what are other institutions doing?
    o Parking at Foothills campus? – alternative transportation is not as good there. Didn’t plan in budget. Colorado State Forest Service is already paying and also share with parking with a non-CSU entity. If the amenities were more equivalent and having options. Non-CSU traffic coming in and out.

VII. Officer Reports
Chair – report is enclosed. A 1.8% increase is being modeled for APs and Faculty, which can change. They are not modeling a contribution to the DCP currently.

Vice Chair – Debra D. is retiring and will no longer be our CPC rep, Leah Bosch will be the new representative. We have an opportunity for an APC member to service on the Housing Task Force, which meets twice a month. Katie will be seeking for a member.

Secretary, Treasurer - none

VIII. Standing Committee Reports
Executive Committee (Toni-Lee)
Awards (Janella Mildrexler/Kimberly Cox-York)
Communications (Shannon Dale)

Employment (Joanna Holliday/Ann Bohm-Small) – please review the report. If you have any C2C ideas, please forward to Joanna, the website has been updated.

Nominations & Elections (Kelley Brundage/Shannon Wagner)

Policies & Procedures (Lynn Borngrebe/Cat Douras) – would like to communicate about bullying policy via area representatives. Will be published in the source. Draft can email?

Service & Outreach (Bailey Dunn/Dan Banuelos)
Ad Hoc Budget Committee (Lynn Borngrebe)

IV. University Committee Reports (See Back Page)

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University Committees

- Budget Area Review Committees (BARCs)
  - College – CoSFP – Toni-Lee Viney
  - Provost/Undergraduate Affairs/International – Chad Hoseth
  - President’s Office/Public Safety/Diversity – Rachael Johnson
  - Enrollment & Access/Student Affairs/ASCSU – Therese Lask
  - Research/Graduate Affairs – Ann Bohn-Small
  - Advancement/External Relations/Engagement – Katie Brayden
  - IT/Facilities/University Operations – Dave Mornes
  - Athletics – Toni-Lee Viney

- Campus Bicycle Advisory Committee (Steven Dove and Dave Mornes)
- Childcare Taskforce (Alex Carter)
- Classified Personnel Council (CPC) (Skyler Thimens)
- CPC Leave Sharing Committee (Confidential)
- Commission on Women and Gender Equity (Joanna Holliday)
- Commitment to Campus Advisory Committee (Shannon Wagner)
- Eddy/Kuder Scholarship Selection Committee (Courtney Butler)
- Employee Appreciation Board (Barb Gustison)
- Employee Hardship Loan Committee (Confidential)
- Faculty Council – APC Representative (Toni-Lee Viney)
- Faculty Council Committee on Strategic & Financial Planning (Toni-Lee Viney)
- Grievance Panel (a pool of 21 AP’s who serve for 3-year terms)
- Housing Task Force (Toni-Lee Viney)
- Inclusive Physical and Virtual Campus Committee (Bailey Dunn)
- Multicultural Staff & Faculty Network Committee (Deborah Yeung)
- New Stadium Game Day Experience Committee (Zach Campain)
- Parking Appeals Committee (Kay Gallatin and Anita Pattison)
- Parking Services Committee (Roseanna Bateman and TBD)
- Physical Development Committee (Edit Szalai)
- President’s Sustainability Committee (Ann Bohm-Small)
- Principles of Community Statement Committee (Deborah Yeung)
- Ripple Effect Core Team (Janella Mildrexler)
- Strategic Plan Area Review Committees
  - Diversity (Dan Banuelos)
  - Faculty & Staff Development (Anita Pattison)
  - Infrastructure & IT (Toni-Lee Viney)
  - Outreach & Engagement (Chris Mullen)
  - Research & Discovery (Mary Atella)
  - Teaching & Learning (Kelley Brundage)
  - Access (Erin Mercurio)
- Talent Management/People Admin Performance Management Module Ad Hoc (Lynn Borngrebe)
- University Benefits Committee (Lynn Borngrebe, Jennifer Bissell, Scott Woods, and Alison Dineen)
- University Mediators (Tracy Webb, Melissa Emerson, and Katya Stewart-Sweeney)
- University Sexual Harassment Panel (10 AP’s who serve for 3-year terms)

Additional Temporary/One-Time Committees

- Catastrophic Leave Policy Committee (Melissa Emerson)

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APC Goals for 2015-2016

- Increase awareness of APC and conduct more outreach and engagement with AP’s and other employee councils.
- Enhance APC’s involvement with the University budget process and monitor the changing SPARC process to ensure that APC utilizes these committees as an opportunity to advocate for resources to support initiatives of interest to AP’s.
- Advocate for mandatory supervisory training.
- Encourage administration to provide stronger support for policies that enhance work-life balance and caregivers, including flexible work arrangements.
- Address the creation a professional development fund.
- Build a consistent evaluation system and process for AP’s.
- Participate actively in the parking plan conversation.
- Create volunteer administrative leave (similar to VIPS) and better promote the option of this benefit.

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