Members Present: Dan Bañuelos (2), Sarah Barrett (8), Rosanna Bateman (9), Kristine Bennett (14), Lynn Borngrebe (15), Jeanetta Bradley (4), Angie Branson (11), Kelley Brundage (2), Melissa Emerson (6), Shay Galto (4), Darrin Goodman (15), Barb Gustison (3), Joanna Holliday (7), Ronda Koski (7), Janelle Mildrexler (6), Anita Pattison (13), Andrew Paul (11), William Sprouse (12), JoLynn Troud (14), Scott Woods (15), Toni-Lee Viney (Chair), Katie Brayden (Vice Chair), Dave Mornes (Past Chair), Mary Stromberger (Faculty Council), Terri Pecora (CPC Liaison), Diana Prieto (Human Resources)

1. Call to Order - 8:31 am

2. Announcements
   - March 24th – APC Luncheon
   - April 13th APC Meeting – Guest Speaker: Kirk Hallahan, University Grievance Officer
   - May 11th APC Meeting – Guest Speaker: Lynn Johnson, Associate Vice President for Finance to address the budget process and explain the fringe pool
   - June 8th APC Meeting – Guest Speaker: Steve Hultin, Executive Director Facilities Management to address upcoming construction impacts to campus

3. Guest Speaker
   Health Savings Account Discussion with Diana Prieto, Executive Director of Human Resources and Equal Opportunity and Teri Suhr, Associate Director

The University Benefits Committee requested Human Resources explore a High Deductible Health Plan with a Health Savings Account. This year, Human Resources has been exploring the option and looking to find out if there is enough interest on campus to move forward with the initial work that will need to be done to implement such a health plan. Information sessions have been scheduled for March 27th and April 2nd. There will also be a dial-in option for those employees who do not work on main campus or who are not able to attend one of these sessions in person. A survey will also be conducted to collect feedback from APs and Faculty. HR is looking for input from APC and Diana asked that input be sent to Toni-Lee so that she can aggregate the input and pass it along to HR.

Teri reviewed what a HDHP and HSA are. A HDHP can be coupled with an HAS and can provide a tax savings by putting money into the HSA pre-tax. Any funds not used for medical care, after the age of 65, can be used as a supplement to retirement savings for medical and non-medical expenses.

The IRS has set a minimum deductible of $1,300 for a HDHP with a maximum out-of-pocket of $6,4500. CSU’s existing Green Plan has a $1,000 deductible and a maximum out-of-pocket of $5,000. There has been resistance to changing the Green Plan to a HDHP, so other options are being explored such as changing the existing Gold Plan or
adding a fourth plan option. Since CSU has self-funded health insurance, a balance must be struck between all health plans offered. If CSU is to institute a HDHP, the Green and POS plans are likely to stay relatively the same as what they are now.

There was a suggestion that a formal communication to all of the areas be created by the Communications Committee and be sent out to by lead communicators to their area in order to gather feedback.

4. Action Items
   4.1 Approval of January and February APC meeting minutes – Dan Banuelos made a motion to approve the minutes and Kelly Brundage second. The motion was CARRIED.

5. Officer Reports
   5.1 Chair (Toni-Lee) – See written report. Toni-Lee specifically mentioned the plans for celebrating 100 years of shared governance and a video that is being created for the celebration. Toni-Lee asked for volunteers for employees to be filmed/interviewed for the video. Toni-Lee attended a special meeting with Amy Parsons to discuss the proposed parking plan. A memo from Amy Parsons is included in the APC agenda packet.
   
   5.2 Vice Chair (Katie) – Katie reported that the Greivance Panel positions have been filled. The UGO, Kirk Hallahan, will be presenting at the next APC meeting.
   
   5.3 Secretary (Angie) – No report.
   
   5.4 Treasurer (Kristine) – See the current budget in the agenda packet. Kristine has placed projected expenses in the budget and asked for everyone to let her know of any upcoming expected expenses. She also asked committee chairs to review their budgets and let her know if any changes to the projections are needed.

6. Standing Committee Reports
   6.1 Executive Committee (Toni-Lee) – See written report. The Executive Committee has started discussing plans for the fall APC retreat. The APC has outgrown the Tamasag conference venue so alternative locations will need to be identified. Some suggestions offered were the Drake Center, UCA, Tapestry House, a public facility in Windsor that is available to non-profit organizations, and a facility located near Lee Martinez Park.
   
   6.2 Awards (Janella) – The committee met and selected seven individuals for the STAR awards. Four recipients have been selected for the DAPA award.
   
   6.3 Communications (Steven) – Jennifer Eyden has left CSU and the committee is seeking another member who would be willing to take over writing the newsletter.
   
   6.4 Employment (Joanna) – The Bullying & Violence policy draft was discussed at the last committee meeting. Joanna will be revisiting the care resource webpage with Lori Smith. The Ripple Effect proposal for professional development/staff enhancement was
not funded, so the committee is now looking for other ways to move forward. Joanna has made a request to gain access to the Ripple Effect proposal submissions and the committee will be reviewing these for possible future initiatives. Joanna presented the revised Volunteer Administrative Leave recommendation to the CPC and she felt the presentation was well received by the CPC. The ad-hoc committee will be completing another revision in time for the April APC meeting.

6.5 Nominations and Elections (Kelley/Sarah) – Still seeking a volunteer to fill the Secretary position for next year.

6.6 Policies and Procedures (Bill/Lynn) – The committee did not meet this month.

6.7 Service and Outreach (Kristine/Shay) – The APC Recognition Luncheon will be held on March 24. Currently, there are 310 attendees registered and the committee will be shutting down registration at 320. The capacity for the event is 350, so a waiting list will be established and entry to the luncheon will be opened up to the wait list as the event approaches. The committee is meeting tomorrow to discuss final preparations for the luncheon.

7. Other Committee Reports

7.1 Ad Hoc Committee on AP Representation (Kelley/Sarah) – Eight volunteers met and discussed the current structure of the APC and brainstormed ideas for improving the structure. The committee decided not to make any significant changes to the existing structure at that time, but came up with some recommendations for improving communication and participation. The committee suggested sending out more regular, enhanced and targeted communication from the Area Reps. Utilize the AP only listserv that was discovered is available from ACNS. The committee also recommended considering an expansion of the definition of At-Large membership. Recommended changes to the APC Constitution were included in the outcomes of the Ad Hoc committee’s work and were suggested to be moved forward to the Policies & Procedures committee for review. Another recommendation from the committee was to consider restructuring representation for off-campus employees.

There was general discussion of the recommendations, including a discussion of the expansion of at-large membership and what terms might be set for these members. One suggestion was to give at-large members one-year terms so that the commitment is not so hard to swallow and the council can continue bringing fresh perspectives to discussions. There was also discussion of asking runner ups in areas to serve as alternates and encouraging individuals who are interested in participating to volunteer on committees even if they are not elected as an APC rep. The AP Council was generally receptive to the constitution change and recommendations, so the policy change will move to the Policies & Procedures committee for review.

7.2 Classified Professional Council (JoLynn) – No report.
7.3 Parking Services Committee (Rosanna) – two aspects Parking Services they're hoping to move forward with - 24-hour enforcement and permits for state vehicles. Residential parking permits are being instituted North of campus between Laurel and Mulberry. Loss of parking spaces, no street parking on Lake during stadium construction. Pedestrian/bike underpass at Center and Prospect.

7.4 University Benefits Committee (Angie) – The UBC has been working on restructuring their bylaws and at a recent meeting a presentation was given to the committee by two CSU employees of a compassionate leave bank. The UBC will be revisiting this topic and adding some more research on what CSU’s peer institutions are doing for AP compassionate leave.

7.5 Committee on Women and Gender Equity (Joanna) – Plans are in the works to hire for new position for a Sexual Assault Nurse Examiner. This would be the first of this type of position in the region. At their last meeting, the committee discussed the Ripple Effect proposals, the safety committee promoting the Safe Walk program; a donor effort to provide food for students in need; the parental leave policy recommendation coming from the Standing Committee on the Status of Women Faculty. Joanna mentioned that there will be a guest speaker on campus tonight from the Malala Foundation.

8. Discussion Items

8.1 Parking Memo from Amy Parsons – Amy has requested input on the two models from the councils. The two models are a model that has been termed as the "hunting license" and a tiered system. Toni-Lee is looking for input to be sent to her and/or Katie on what the preferred plan is and why. Forums have been scheduled for the end of March and early April for the CSU community to provide feedback on both models. Area Representatives are welcome to share the memo with their areas and solicit feedback. Jennifer Bissell asked about the retiree parking benefit and how it may be affected by any parking changes.

9. Adjourned – 10:35 am