The Administrative Professional Council (APC) met April 8, 2008, in the Lory Student Center and the following Executive Committee reports were given:

Report from Kathy Thornhill, Chair:
The Faculty Council Agenda will include a discussion and vote on the Ex Officio status for the APC Chair this month. In addition, Faculty Council will be reviewing the issue of domestic partnership benefits.

The search for a Vice President for Administrative Services has closed. The position has been filled internally by Tom Gorell who will also maintain his VPOF position on an interim basis. A new search will open for the position vacated, the Vice Provost for Faculty and Academic Affairs.

The FY09 budget is nearing completion.

The upcoming AP survey and officer elections were also summarized.

Report from Courtney Butler, Vice Chair:
The Sexual Harassment Panel vacancies have been filled.

The Grievance Panel needs to fill nine vacancies and four people have volunteered. Please contact Courtney if you are willing to volunteer.

Roselyn Cutler gave a brief review of the grievance process. One of the first steps is to contact Paul Bell, the Grievance Officer. The Grievance process is outlined in the Faculty/Admin Pro Manual in Section K.

Each committee should start to prepare a report of the activities they have completed this year. The reports will be combined into a full APC Activity Report and submitted to the VPAS.

Report from Lance Noble, Treasurer:
The final invoice for the APC luncheon has not been received. The approximate balance in APC funds will be approximately $1,500 after the payment. A few additional expenses are anticipated this spring.

Let us hear your thoughts!

AP Council has developed an online survey to find out how we can serve AP’s more effectively. Watch your e-mailbox!...

Next meeting
May 13, 2008
8:30 a.m.
224-226 Lory Student Center

Contact Kathy Thornhill, Chair, for more information:
kathy.thornhill@business.colostate.edu

http://ap.colostate.edu
All Administrative Professionals can serve on committees
-You don’t have to be on AP Council!

Committee Reports

APC Committee Reports:

Awards – Seventeen nominations for awards were received. The four award recipients have been selected and will be announced at the Celebrate Colorado State luncheon on April 29th.

Benefits – Anthem has given the University $25,000 to compensate for some past problems. These funds may be used on a wellness program. The cost of general wellness benefits are being researched and discussed as a possible addition to employee benefits. The committee is also looking into broadening the choices of retirement investments. The cost of providing domestic partner benefits is being researched. The committee intends to support the addition of benefits for domestic partners. They are also looking into improved child care benefits.

CPC – A new treasurer has been elected. The Friday afternoon appetizer club was well attended. CPC elections are in process. Four CPC awards will be awarded at the awards luncheon. CPC brochures are being updated.

Communications – The monthly highlights continue to be created and put online. The website redesign is in process. The committee will be looking at updating and printing the APC brochure.

Employment – The committee discussed the possibility of creating a bank of evaluation forms to be used for APs as a tool for supervisors and to create more consistency across campus. The APC discussed evaluations and gave input to the committee.

Nominations – The committee has at least one nominee for each area. They are preparing the ballots and the election will be held soon.

Parking – A new AP representative will be needed soon for the Parking Committee. Construction that will be starting this summer will significantly reduce the number of available parking spaces on campus.

Policies and Procedures – The committee is looking into policy inconsistency between Article 5, Section 4 and Article 7, Section 1. The committee has made some recommendations to resolve the issue and will bring to APC for a vote next month. A discussion was held regarding Article 11 and who should be named as the person to approve changes to the Constitution. The committee will discuss the issue further.

Service & Outreach – The next coffee break will be from 7:45 to 10:00 May 21 at the Academic Village and will have a representative from a local community group there to mingle. The committee is working on a service to community theme to carry into next year. Discussions are taking place with CPC to host a joint event next year.

The Chair asked the APC if they were in favor of providing a letter of support for including domestic partnership benefits to CSU employees. Council agreed and therefore, a letter will be drafted by the Executive Committee and brought back to the next meeting for review by the Council.

The inclement weather issue was tabled until next month.

New Business

The Faculty Staff Drive will start with a kickoff event, Wednesday, April 09, 2008. It will be held in the Student Center Art Lounge.

Mary Dolce was elected as the new Area 12 representative. Ryan Abbott was elected at the new Area 7 alternate.