Welcome from AP Council

Here we are well into the fall semester. The leaves are turning, students have already taken their first exams, and the Administrative Professional Council (APC) is hard at work, representing Admin Pros’ interests and engaging in shared governance. Now that we have settled back into the rhythm of the academic year, I would like to formally share my welcome with you into another fantastic year at CSU!

As the new Chair of APC, I owe a big thank you to Dave Mornes who served as the Chair for APC during the last three years. He has been instrumental in moving forward Admin Pro interests and has enhanced shared governance at CSU through dedicated leadership. We are fortunate to have Dave continue to support APC by assisting us with his guidance during this upcoming year.

Looking back at this past academic year, APC participated as a key player in developing employee initiatives and in the strategic planning process at CSU. Among our many highlights, we are thrilled to see one of our sustained efforts move forward and be approved for funding to begin the first ever supervisory training which is taking place this fall. We continue to have APC members placed on a myriad of University committees and taskforces to ensure that Admin Pros’ perspectives continue to be heard and valued. During this new academic year we will provide feedback to care initiatives on campus, lead efforts to expand the VIPS program, share our input on the development of the leadership academy, and other professional development initiatives. We will provide input in relation to parking and transportation as well as campus climate, and we will continue to bring Admin Pros together through several outreach events, our annual luncheon, and by recognizing employees through various awards.

Shared governance is at its best when you bring forward questions, concerns, and ideas. We are always open to hear your input. You can find your area representatives listed on our website. During these next few weeks, please take the time to connect with them. We always welcome you to attend an APC monthly meeting, volunteer for one of our standing committees, partake in outreach events, and nominate someone for an award. Together, as CSU Rams, we can continue to make a difference.

Toni-Lee Viney, Chair

Commitment to Campus & Benefits Highlights

Colorado State University's Commitment to Campus (C2C) encompasses a wide range of programs, discounts, and special benefits available to CSU faculty and staff. Some new benefits this fall include:

- **Ride the new MAX system and Transfort bus system free with CSU ID**
  - Be sure to update your CSU ID to a “chip card”, if you haven’t already!

- **Free campus shuttle service, Around the Horn, started this fall**

To find out more about these and other benefits available through C2C, visit [http://www.facultyandstaff.colostate.edu/commitment-to-campus.aspx](http://www.facultyandstaff.colostate.edu/commitment-to-campus.aspx).

Additional benefits updates include:

- **CSU increased its support to DCP retirement benefits by 1%**

- **Looking at new parking models to help offset some of the costs to employees and students**

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On August 7th, 2014, APC members met for their annual retreat at the CSU Tamasag center. The retreat day began with an orientation for new members given by the Council’s Chair, Toni-Lee Viney. This was followed by various team building activities led by Guy Arnesen, the training coordinator for Housing and Dining Services and a 2013 Distinguished AP Award winner.

Next, Diana Prieto, executive director and chief human resource officer, and Nick Cummings, assistant director for information resources, discussed the salary equity study findings with Council. The salary snapshot used for the study was taken October 1, 2013, and a statistical model determined “outliers” that were further investigated and acted upon, if warranted. This analysis will be done every year and no changes to the methodology of the study are predicted, however they strive to have employee education levels better documented and centrally held for next year.

Another key focus of the retreat centered around Dr. Tony Frank’s email and call to action regarding our current campus climate. The email, sent out on May 7, 2014, was about “shifting our trajectory,” and spoke of his concerns about the climate for women at CSU and the need to focus on change and improvement. While he acknowledged that we have made positive improvements and are generally well-positioned, Dr. Frank expressed a sense of urgency around this topic and our pace of progress on this issue:

> Each year we lose women from key leadership roles — women who have committed years of time and energy to this university, but who have tired of fighting the dual challenge of not only leading, but leading as women in roles defined and judged not always by outcome, but on deviation from a perceived yet unarticulated “norm.” Each year, we have some new version of the debate about parental leave and the tenure clock, or compensation and evaluation equity, despite the changes we’ve made to improve in those areas. Each year there are women on our campus who are subjected to environments that are unacceptable — and too few voices come to their aid. These ought to serve as signals to us that our pace of change has been too slow; that perhaps we are too accepting of incremental change to the status quo.

Per Dr. Frank’s charge, APC has committed to ongoing conversation and reflection on what we can do to improve our campus climate for all people. We plan to draft a formal response in the coming months.
The APC has various committees: Executive, Awards, Communications, Employment, Nominations & Elections, Policies & Procedures, and Service & Outreach. Committees met in the afternoon for a working lunch, each discussing their specific work and goals for the upcoming year, completing tasks, and formulating plans.

After lunch, the APC business meeting took place and included various action items, updates, business old and new, and reports from APC officers and committees.

Finally, guest speaker Aaron Fodge, alternative transportation manager, spoke to Council about future transportation benefits and privileges for employees. Starting this fall, all employees will have free access to all Transfort buses, including the Flex bus. He noted that there will likely be a bus that will travel down to Denver starting next spring. $760,000 is being contributed by various CSU entities to Transfort for additional routes, the campus shuttle (Around the Horn), and funding employee transit.

Aaron went on to share that vanpool meetings were recently held in Johnstown and Milliken, and there is also an ongoing focus group for employees over 50 to bike to campus. He is currently reviewing buildings for showers and break rooms for those who choose to bike to campus, and assessment details will be ready around January to let employees know where these resources will be available on campus. “Rambassadors” will also be around campus soliciting feedback and collecting data on transportation, as there is widespread interest in transportation issues. A feedback form will also be added to the transportation website.

⇒ Did you know Google Transit is available to locate routes to work via public transportation or bike? Be sure to map your route and see how you might benefit from these options!

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• What are your questions or ideas for the APC? Share them with your area representative, or send them to the APC Newsletter Editor at jennifer.eyden@colostate.edu.
**Did you know?** CSU HR Benefits offers **Parental Leave/Catastrophic Leave** to benefits-eligible Administrative Professionals at a half-time or greater appointment. Parental Leave consists of three work weeks of **paid time off** for the birth OR non-birth parent and catastrophic leave may help cover the Short Term Disability waiting period. [Learn more!]

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**Who represents you?**

AP Council is made up of representatives from all parts of CSU. Currently, each council member represents approximately 50 Administrative Professional employees. Check our website to see photos of your representatives, if you don’t already know who they are!

- **Area 1:** (Tiffany Beckham, Woody Woodard) Offices of the Chancellor, President, Board of Governors of the Colorado State University System; Vice President for External Relations; Vice President for Diversity; and Athletics
- **Area 2:** (Dan Banuelos, Kelly Brundage) Offices of the Provost/Executive Vice President; Vice President for Information Technology; Vice Provost for Faculty Affairs; Vice President for Enrollment and Access; Vice Provost for Graduate Studies; and University Libraries
- **Area 3:** (Steven Dove) Office of the Vice President for University Operations and all units reporting to VPUO
- **Area 4:** (Jeanetta Bradley, Shay Galto) Office of the Vice President for Advancement and all units reporting to VPA
- **Area 5:** (Ann Bohm-Small, Jennifer Strange) Office of the Vice President for Research and all units reporting to VPR
- **Area 6:** (Melissa Emerson, Janella Mildrexler, Deborah Yeung) Office of the Vice President for Student Affairs and all units reporting to VPSA
- **Area 7:** (Joanna Holliday, Ronda Koski) College of Agricultural Sciences and Agricultural Experiment Station
- **Area 8:** (Sarah Barrett, Kelly Kimple) College of Health and Human Sciences
- **Area 9:** (Rosanna Bateman) College of Liberal Arts
- **Area 10:** (Alex Carter, Toshia Jupiter) College of Business
- **Area 11:** (Angie Addie, Jim Jensen, Shaila Parashar) College of Engineering
- **Area 12:** (Erin Heim, Frances Marie Maizland, Bill Sprouse) College of Natural Resources and Colorado State Forest Service
- **Area 13:** (Hilary Freeman, Anita Pattison) College of Natural Sciences
- **Area 14:** (Kristine Bennett, Edit Szalai, JoLynn Troud) College of Veterinary Medicine and Biomedical Sciences
- **Area 15:** (Lynn Borngrebe, Jennifer Eyden, Darrin Goodman) Office of the Vice President for Engagement and all units reporting to VPE

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**What do they do?**

The APC's purpose is to represent and promote the interests of Administrative Professionals at Colorado State University and to facilitate communication between Administrative Professional staff, Faculty Council, Classified Personnel Council, the Administration, and other appropriate campus constituencies. Members of the APC are dedicated to researching and discussing issues regarding employment and benefits that have the potential to affect the welfare of APs, as well as making recommendations to the CSU Administration and assisting in implementation (when warranted).
Current APC Committees:

Committees are how APC gets things done! Feel free to contact any of the committee members listed below with questions or issues that arise in your workplace that you would like to see APC address. **All APs can serve on committees; you don't have to be on AP Council!** The more input we have, the better job APC can do for you. CSU believes in shared governance and employees being involved in campus activities beyond just the day-to-day job – so get out of the office and enjoy what CSU has to offer!

**Executive**
1. Toni-Lee Viney (Chair)
2. Katie Brayden (Vice Chair)
3. Kristine Bennett (Treasurer)
4. Angie Addie (Secretary)
5. David Mornes (Previous Chair)

**Awards:** responsible for suggesting, reviewing, and overseeing the management of AP awards.
1. Janella Mildrexler (Chair)
2. Shaila Parshar
3. Tiffany Beckham
4. Tosha Jupiter

**Communications:** responsible for recommending, compiling, and disseminating information about APC to various audiences.
1. Steven Dove (Chair)
2. Darrin Goodman
3. Jennifer Eyden
4. Frances Marie Maizland

**Employment:** reviews, evaluates, and suggests/recommends new policies or procedure changes.
1. Joanna Holliday (Chair)
2. JoLynn Trought
3. Woody Woodard
4. Anita Pattison
5. Angie Addie
6. Alex Carter
7. Ann Bohm-Small
8. Rosanna Bateman
9. Shaun Case (Non-APC Member)

**Nominations and Elections:** solicit nominations for and the election of membership to APC, as well as the nomination and election of officers.
1. Sarah Barrett (Co-Chair)
2. Kelley Brundage (Co-Chair)
3. Hilary Freeman
4. Jim Jensen

**Policies and Procedures:** considers, reviews and makes recommendations to APC on policies and procedures that affect APs.
1. Bill Sprouse (Chair)
2. Lynn Borngrebe
3. Ronda Koski
4. Kelly Kimple
5. Jennifer Strange
6. Bob Schur (ex-officio)

**Service and Outreach:** works to increase the visibility of APs and thereby strengthen their status and that of the APC at CSU via social events, campus forums, and community service projects.
1. Kristine Bennett (Co-Chair)
2. Shay Galto (Co-Chair)
3. Erin Heim
4. Jeanetta Bradley
5. Melissa Emerson
6. Edit Szalai
7. Dan Banuelos
8. Joe Leisz (Non-APC Member)
9. Beth Kessler (Non-APC Member)

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**Next AP Council meeting (All APs welcome to attend!)**

October 13, 2014
8:30 - 10:30 am, Lory Student Center 372-4
Guest Speakers: David Bradford and Fred Haberecht

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Employee Appreciation Day

The Classified Personnel Council and Administrative Professional Council hosted an Employee Appreciation Day at CSU’s Trial Garden on Friday, August 15, 2014. The Trial Garden is located at 1401 Remington St., across from the University Center for the Arts. Around 700 attendees enjoyed complimentary treats, live music, games, and door prizes. Colorado Master Gardeners were also on site to answer gardening questions. Thank you to those who participated: CPC (co-sponsor), Ba-NOM-a-NOM, Housing & Dining Services, Master Gardeners, Holly Leary on behalf of HR, Dr. Kraig Peel and Cam the Ram, and the band, Ryan Fourt Trio. It was a great opportunity for CSU employees to enjoy a beautiful part of our campus together.

Upcoming Events for APs:

Each year, the APC puts on both a Fall and Spring outreach event, as well as an annual appreciation luncheon. Past events have included gatherings at the Campus Recreation Center, the University Center for the Arts, the Veterinary Teaching Hospital, and OnlinePlus.

Upcoming events include:

- **Fall Outreach Event — November at the Lory Student Center; details coming soon!**

- **AP Recognition Luncheon — March 24, 2015**
  Join your fellow APs for lunch, entertainment, door prizes, guest speakers, and the presentation of this year’s AP Star awards. Watch your inbox for the formal invitation and be sure to RSVP!

“Thank you for all you do!”

Is there a group, office, center, or department that goes above and beyond and deserves recognition? The CSU Employee Appreciation Board wants your nominations! Submit your entry at [www.CSUEAB.colostate.edu](http://www.CSUEAB.colostate.edu).

[http://ap.colostate.edu](http://ap.colostate.edu)