I. **Call to Order (10:32AM)**
   a. **Attendance for Meeting**
      i. Catherine Douras (Exec), Tori Anderson (Exec), Justin Schwendeman-Curtis (Exec), Sarah Olson (Exec), Shannon Boepple (2), Christine Hooks (10), Matt Klein (1), Sally Jones-Diamond (7), Brandon Bailey (1), Bruce Shields (9), Brett Beal (11), Chris Dorich (12), Claire Chance (5), Collette Hageman (14), Dawson Metcalf (12), Dennis Anderson (12), Farrah Bustamante (3), Jason Scott (6), JJ Nelson (5), Jolene Buxman (3), Kacy Paul (13), Kelsey Bustos (14) Kirsten Slaughter-Rice (7), Laura Marker, Megan Boone (1), Nick Stratton (11), Robyn Fergus (Guest), Shana Ryken (6), Shawn Utecht (10), Tanara Landor (4), Trish Torrez (2), Yvonne Bridgeman (15), Ashlee Clark (12), Danielle Klller (15), Amy Quinn- Sparks (15), Anselma Lopez (CPC), Ed Kluender (12), Jessica Ayers (5), Pam Jackson (Ex-Officio), Sarah Blessinger (9), Sue Doe (FC), Susan Becker (8), Tammy Brenner, Ross Madden (13)

II. **Announcements**
   a. **Next APC meeting** – March 8, 2021: 8:30 a.m.-10:30 a.m. (Zoom); Speaker – Lynn Johnson
      i. Pushed back because there has been a delay in the legislative session
   b. Potentially presentation from Ram’s Against Hunger
   c. President’s Council on Culture Award needs nominations
      i. [https://source.colostate.edu/presidents-council-on-culture-award-nominations-now-open/](https://source.colostate.edu/presidents-council-on-culture-award-nominations-now-open/)

III. **Action Items & Discussion**
   a. **Approval of January APC meeting minutes**
      i. Approved with a vote of 100%
   b. **Executive Committee Election Results**
      i. Chair – Tori Anderson
      ii. Vice Chair – Sarah Olson
      iii. Secretary – Justin Schwendeman-Curtis
      iv. Treasurer – Trish Torrez

IV. **Officer Reports**
   a. **Chair**
      i. The pulse survey is being talked about by the chairs of the different councils that was sent out in October
         1. This was put out by the President’s office. There is work being done to summarize the results and where they are.
      ii. We have gotten all of the information in terms of retirement packages. The company we are working with is looking to formulate plans moving forward
         1. There will be communication sent out to campus as there are updates forthcoming and before any changes are made
      iii. On January 25th, the Chairs and Vice Chairs from the various councils to discuss the Hughes and Timberline properties, there was not much of an update of now besides what was outlined in the Source article.
         1. They are actively reaching out to the councils to provide feedback

*General Note:*

**Bolded** committees will provide a verbal report. All committees will submit a written report. Every committee is listed on the agenda as a reminder of the committee obligations and relationships of APC.

***Three asterisks indicate that the committee has requested to bring forward an action item within their report.***
iv. Had a meeting with Sue James and Sue Doe about the AP Emeritus
   1. Look for more around this as conversations develop moving forward.
   2. Wanting to ensure that the application is robust so that folks are not applying for something they are not eligible for.
   3. Question: Is this something new, or has it already been there?
      a. It is already a thing!

b. Vice Chair
   i. Active University committee season
      1. The President’s office is hoping to create a living virtual memorial for COVID, they have a few ideas floating around and want AP input
         a. If you are interested, go ahead and email Tori
      2. So grateful for folks who are wanting to engage in these committees
   ii. New subcommittee being formed on recruiting diverse faculty and staff being formed between Diana Prieto and the VPD office

c. Treasurer

V. Standing Committee Reports
a. AP Experience
b. Awards and Events
   i. Will host a virtual event for our DAPA and AP Star Awards
      1. We had about 50 award nominations which is higher than it has been in the past
      2. DAPA closes at the end of the month
      3. The award nomination link is found below

c. Communications
d. Equity and Social Justice
e. Executive Committee
f. Nominations & Elections
   i. Updates around elections were already given
g. Policies and Procedures
   i. Part of our committee report includes the updates to the APC constitution and the manual of rules and procedures. Please take a look over these documents so that we can work on voting on this at our next exec meeting
      1. Adding in an ex-officio from the Vice President for Diversity Office
h. Service and Engagement
   i. If anyone is looking for opportunities for help with relief from the Wildfire Relief, they are currently accepting those on the call list
      1. WLRV.COM
   ii. Blood supply is pretty low
      1. If you
   iii. Rams Against Hunger will likely
      1. https://lsc.colostate.edu/slice/slice-engagement/rams-against-hunger/

VI. University Committee Reports

VII. Classified Personnel Council and Faculty Council Reports
a. CPC

General Note:
**Bolded** committees will provide a verbal report. All committees will submit a written report. Every committee is listed on the agenda as a reminder of the committee obligations and relationships of APC.

**Three asterisks indicate that the committee has requested to bring forward an action item within their report.**
i. Still tracking legislative session and where the outcomes are in terms of AP and CPC raises, hopefully there will
ii. CPC will purchase 20 laptops that are available to State Classified employees that they can check out for a semester at a time
iii. Thank you for working to serve on our awards committee
iv. Along with APC we are working on a letter of support for Athletics
v. Mark Barker will be attending our upcoming meeting in order to talk about pandemic preparedness, if anyone wants to attend, let Anselma know

b. Faculty Council
   i. Thursdays between 2 and 3 PM, Sue walks around the Oval, she calls these here office hours, if folks ever want to chat, find here there!
   ii. A taskforce was created at the beginning of fall that looked at tenure and promotion in the faculty manual
      1. This was to help put some teeth behind us signaling that we are an inclusive university
      2. Inclusive Pedagogy, Research, and Service were included as part of the tenure and tenure review process
   iii. Just a week or so ago, the policy on S/U grading and late W grading was extended through spring and summer
   iv. A resolution was passed at the Faculty Council meeting
      1. Once a course has been approved, it can be offered online, hybrid, or face to face. This has long range implications as students will need to be notified in advance of what means their courses are being taught through
         a. Question: Switching the app they are currently using to a new one. They are reorganizing campus parking lots based upon COVID response
            i. There is a tentative understanding of the way the courses will be offered in the fall semester. But it is currently a moving target given that things end up changing in terms of pandemic.
   v. There is a statement from the entire faculty council supporting students who are impacted or survivors of sexual assault or misconduct
      1. https://facultycouncil.colostate.edu/media/sites/43/2021/02/Public-Statement-on-Student-Concerns-from-the-Executive-Committee-of-Faculty-Council-2-2-21-.pdf
      2. Wanting to reframe for folks this isn’t a statement that is coming down on our folks who work in Athletics, but is a statement of support for those impacted by sexual assault or violence
      3. Question: What feedback have you received so far about your statement?
         a. There has been feedback all across the board and it really been mixed and varied for who it is coming from and the content of the feedback as well.

VIII. Townhall Share out
   a. Nominations and Elections Folder
      i. APC Town Hall Feedback Document
   b. Area 12
      i. We met on January 26, there were 5 reps in attendance and the 7 area 12 APs also showed up.
      ii. One person brought up some of the issues that off-campus employees are facing in regards to access to the health center on campus
         1. Most of the feedback was non-specific overall

General Note:
**Bolded** committees will provide a verbal report. All committees will submit a written report. Every committee is listed on the agenda as a reminder of the committee obligations and relationships of APC.

***Three asterisks indicate that the committee has requested to bring forward an action item within their report.
iii. Conversations around access to leave for grant funded employees
   1. Being able to utilize leave that is earned but there ultimately is not funding there to cover this cost

iv. A simple desire to see more updates that our area is working on via email format

c. Area 9
   i. Had a robust conversation, we also had the Dean attend the conversation as well
      1. Their attendance was helpful in terms of clarifying answers to questions we didn’t have full answer for
   ii. Conversations around remote work and flexible scheduling
      1. Ways this can also impact parking on campus as well
   iii. Discuss vaccine timeline as well and who would be prioritized in this process
   iv. AP Evaluation conversation
   v. Frequency of having these town halls
      1. hoping for a model where concerns could be raised and then followed up on later on

d. Area 15
   i. Met on Feb 2nd with Area 15.
   ii. Met with both staff who are on CPC (state-classified) and on APC.
   iii. We had about 8 individuals at the meeting.
   iv. This was the first Area 15 townhall so people were more interested in listening. They did show interested in the different committees that APC works on.
   v. There were questions about benefits for staff who do not live in Fort Collins (Area 15 has Extension in it - so we have a lot of staff who do not work in Fort Collins).

e. Area 10
   i. Specific questions that came up around budgeting
      1. People really need to know ahead of time so that they can make plans around childcare and other pieces
      2. Some general questions on parking and different options as far as expenses go
   ii. Ways in which we can get information out to our units

f. Area 8
   i. Concerns around the budget, we are being asked to do a lot more work, because there are currently vacancies within our offices without additional pay or compensation
      1. Conversation around faculty being automatically compensated for additional work, while it is a request process for APs
         a. There is conversation around incentivized retirements and the impacts this is having across the institution
      2. There was a concern around students who are not currently getting their hours for work
   ii. Potentially adding a representative from ASCSU to APC to gain feedback and input from out students


g. Area 7
   i. There have been a lot of conversations around budget and for folks who are soft-funded
   ii. Conversations about filling roles that are vacant and not just the impact on APs but State Classified roles as well.
   iii. Clarification around the professional development days and what the expectations were and how different supervisors did follow up
   iv. A lot of conversations around off-campus resources, testing, meetings, etc.

General Note:
**Bolded** committees will provide a verbal report. All committees will submit a written report. Every committee is listed on the agenda as a reminder of the committee obligations and relationships of APC.

***Three asterisks indicate that the committee has requested to bring forward an action item within their report.***
1. Switching to all remote work has made us realize that it can be done by different folks

v. Overall these have been well received by folks and have allowed for a lot of information to be gathered

IX. Feedback on spring semester

a. We know that this year has been different because of the virtual environment so we are looking at ways in which we can improve or continue doing moving forward

i. When we did the executive survey at the beginning of last year we heard that while guest presenters were super beneficial, it didn’t allow for folks to have small group or area time

1. Thinking of current presenters and what folks wanted or did not want

a. Rams Against Hunger
b. Lynn Johnson
c. Vice President for Diversity in April
d. Panel to talk through Research Associates
   i. Vice President for Research, someone from HR
e. Thoughts?
   i. Talking through second and third shift individuals, that would allow them to engage in a different means, potential recordings
ii. Would like more time devoted to area breakouts across the semester
   1. Potentially having two per semester
iii. Additional speakers?
   1. Once things are 'back up and running' ...maybe a speaker on CSU Arts - e.g. concerts, plays... and AP Benefits around those?
   2. I know the PRIDE resource center works primarily with students, have we ever done work with them on supporting queer staff?
   3. I know the PRIDE resource center works primarily with students, have we ever done work with them on supporting queer staff?
   4. Student Employment Office

X. Announcement

a. Shameless plug for a virtual event coming up that is hosted through the Office of International Programs - our International Symposium is coming up February 23th-24th.
   i. https://international.colostate.edu/symposium/
University Committees

- Bystander Intervention (Catherine Douras)
- Campus Bicycle Advisory Committee (Catherine Douras)
- Campus Climate Committee (Shannon Boepple)
- Classified Personnel Council (CPC) (Shannon Boepple)
- CPC Leave Sharing Committee (confidential)
- Commitment to Campus (C2C) Advisory Committee (Matt Klein)
- Eddy/Kuder Scholarship Selection Committee (Brett Eppich Beal)
- Employee Appreciation Board (Kirsten Slaughter-Rice)
- Employee Hardship Loan Committee (confidential)
- Faculty Council – APC Representative (Catherine Douras)
- Faculty Council Committee on Strategic & Financial Planning (CoSFP) (Catherine Douras)
- Football Game Management Committee (Zach Campain)
- Grievance Panel (a confidential pool of 21 APs who serve for 3-year terms)
- Housing Task Force (Catherine Douras)
- Multicultural Staff & Faculty Network Committee (Tori Anderson)
- Parking Appeals Committee (Megan Boone and Farrah Bustamante)
- Parking Services Committee (Trish Torrez and Jess Drydahl)
  - Switching the app they are currently using to a new one
  - They are reorganizing campus parking lots based upon COVID response
  - They are shifting the current Transfort routes so that they are less often and adding new stops
- Physical Development Committee (Aaron Buckley)
- Commission on Diversity and Inclusion (Tori Anderson)
- President’s Council on Culture (Catherine Douras)
- President’s Sustainability Committee (Tammy Felton-Noyle)
- Professional Development Award Committee (Confidential)
- University Benefits Committee (Chris Dorich and Trish Torrez)
- University Sexual Harassment Panel (NEED a pool of 10 APs who serve for 3-year terms)

Ad Hoc Committees

- Research Associate Ad Hoc (Kacy Paul, Claire Chance, Ed Kluender, Chris Dorich)

General Note:

**Bolded** committees will provide a verbal report. All committees will submit a written report. Every committee is listed on the agenda as a reminder of the committee obligations and relationships of APC.

**Three asterisks indicate that the committee has requested to bring forward an action item within their report.**