

Administrative Professional Council  
Business Meeting Agenda  
March 8, 2021 – 8:30 a.m.-10:30 a.m.  
Zoom

**I. Call to Order (8:32AM)**

a. Attendance for Meeting

- i. Tori Anderson (Exec), Justin Schwendeman-Curtis (Exec), Sarah Olson (Exec), Aaron Buckley (3), Amy Quinn-Sparks (15), Anselma Lopez (CPC), Brett Beal (11), Bruce Shields (9), Chanda, Chris Dorich (12), Christine Hooks (10), Claire Chance (5), Collete Hageman (14), Jolene Buxman (3-Alt), Daneille Keller (15), Dawson Metcalf (12), Dennis Anderson (12), Ed Kluender (12), Emily Lockard (7), Erin Mercurio (14), Farrah Bustamante (3), J Bornhoft, Jacquelyn Archuleta, Janlee Cordova, Jason Scott (6), J Dayers, Jeannine Riess, Jessica Dyrdaahl (6), JJ Nelson (5), Kacy Paul (13), Katie Ditter (8), Kelly Mapes (10), Kelsey Bustos (14) Kirsten Slaughter-Rice (7), Laura Marker, Lenelle, Linda, Malinda Sloan (8), Matt Klein (1), Megan Boone (1), Michael Lang (14), Nick Stratton (11), Rickey Frierson (12), Ross Madden (13), Sally Jones-Diamond (7), Sarah Blessinger (9), Shanon Ryken (6), Shannon Boepple (2), Shaun Case 11), Shawn Utecht (10), Sue Doe (FC), Tanara Landor (4), Trish Torrez (2), Yvonne Bridgeman (15),

**II. Announcements**

- a. Next APC meeting – April 12, 2021: 8:30 a.m.-10:30 a.m. (Zoom); Speaker – Rams Against Hunger and VP for Engagement & Extension Visit
- b. Drive in Screening Options have been added as well. For more details check out, [here](#).

**III. Action Items & Discussion**

a. Approval of February APC meeting minutes

- i. Passed

b. Approval of Changes to APC Constitution and Manual of Rules and Procedures

- i. These big changes were the descriptions of the standing committees and ensuring that anything in the constitution is what we are actually doing?

1. Question: Why are we limiting to 45 members?

- a. Not sure, this was the language in the original document, so unsure if it needs to stay the same

ii. Constitution Vote

1. Passed

iii. Manual of Rules & Procedures

1. Passed

c. Letter Supporting Survivors

- i. Matt K – when I read through the letter, why are we explicitly targeting student athletes as opposed to all survivors? Is it prudent to identify student athletes explicitly or can we make it all students in general?

1. We were trying to figure out how to make a context of where the letter was coming from. We were hoping that the rest of the letter detailed these pieces around general support How else can we add this in there?

- a. This is a societal issue, are we going down a rabbit hole where we would issue a statement about each area?

2. Comments

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- a. What if it started more broadly and then said something about "as evidenced by recent campus investigations and reports."
    - i. I like this suggestion
  - b. I thought the same thing when I read the letter- I know about the investigation findings. But I was thinking there are so many other people that have suffered from this, why are we singling out student athletes?
  - c. I think we really need to name explicitly the student athletes as it took an immense amount of bravery for these individuals to come forward and share their concerns with the university.
  - d. I think student athletes should be mentioned FOR SURE. I just agree with Matt, the letter makes it seem like it's only in support of SA, as though others haven't experienced this. And yes, they were SUPER brave to do this, which is another reason they should be included in the letter.
    - ii. If there are thoughts, please send them to any member of the Exec team!
- IV. Officer Reports
- a. Chair
    - i. N/A
  - b. Vice Chair
    - i. Thank you to our standing committee co-chairs for a great meeting
    - ii. Everything else is included in my report. There are a couple open forums out there on campus for folks to attend.
      - 1. One being the plan for the [Strategic Transformation Document](#)
  - c. Secretary
    - i. If folks can ensure that they are renaming themselves with first name, last name, and area that would be super appreciated!
  - d. Treasurer
    - i. Link was shared for the [Strategic Transformation Document](#)
    - ii. We will be spending some funds for our virtual event, more to come there!
- V. **Standing Committee Reports**
- a. AP Experience
  - b. Awards and Events
  - c. **Communications**
    - i. On the AP Council website we have three pillars that are our overarching pillars and subgoals underneath. We want to ensure that we are meeting these pillars. There was an ask to include the following language "aid in staff diversity and inclusivity efforts"
      - 1. Question: What does 'aid' mean and how would it be measured?
        - a. Comment: Still thinking about this... but more specific efforts around recruitment of potential AP reps from diverse backgrounds. How do we also work to streamline communication to the powers that be. Can we work on having an anonymous question box on our website?
          - i. We are looking into this to see if we can ensure that we have a question box.
          - ii. Comment: I think we need to address the action piece of this as well. Folx aren't going to leave feedback if they don't feel it is valued and addressed. This is also something the Equity and Social Justice subgroup has been thinking on.

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1. Agree 100%. This was a huge point being made at these higher-level meetings, across the board.
  2. Comment: The meeting for the new VP of Diversity brought up this issue as well and those attending that meeting expressed that there was NOT enough being done.
  3. Comment YES...and this was an issue brought up at the VP Diversity hiring meeting...we need a voice and to actually be heard AND listened to. This was the common thread at that meeting..." All lip service and no action.
  4. Question: Wasn't there something around having APs involved with recruitment of potential AP reps from diverse backgrounds ... I remember reading something recently.
    - a. There are conversations around this topic going on across campus.
  5. Comment: The AP Experience group has developed a survey to collect any and all feedback on the AP Experience
  6. Comment: Some thoughts that I'm not sure if these are happening already - as APC reps, do we offer a way for APs in our areas to share feedback or share concerns/microaggressions, etc. anonymously. We represent our areas so I'm wondering about education and workshop specifically related to our roles as well as serving our students. Would this be under the DE&I committee? Lots of questions, few answers!
- d. Equity and Social Justice
  - e. Executive Committee
  - f. Nominations & Elections
  - g. Policies and Procedures
  - h. **Service and Engagement**
    - i. Wanted to check and see if there was anyone in this space working with MURALS. We did get an email from this organization asking for volunteers.
      1. <http://murals.colostate.edu/home>
    - ii. Outdoor Gear Drive will be coordinated through the Warner College of Natural Resources
      1. Dawson emailed information out!
    - iii. [HelpColoradoNow.Org](http://HelpColoradoNow.Org)
      1. Lots of opportunities help or engage right now.

## VI. University Committee Reports

- a. Parking Services Committee (Trish Torrez and Jess Drydahl)
  - i. Two parking spaces have been designated on campus towards the mobile food pantry so folks will be able to park and get food more easily.

## VII. Classified Personnel Council & Faculty Council Reports

- i. **CPC**
  1. Working on elections at this point in time
  2. Also working through awards as well, working on compiling a list of all awards that are available across campus
- ii. **Faculty Council**
  1. Annual Elections
    - a. Sue was re-elected as chair
    - b. Andrew Norton – Vice Chair
    - c. Melinda Smith – Board of Governors Rep
  2. In March Joe Parker came to speak about the athletics budget
  3. In April Lynn Johnson will be coming to speak about the university budget

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4. In May, OEO and TILT will be coming to speak about each of their areas
5. March, 23, 2021 there will be a special meeting of the Faculty Council for the Strategic Transformation framework, this will be a 2 hour long meeting
6. Also participating in the DEI Inventory
7. In February the Faculty Council passed a resolution surrounding tenuring of faculty
8. We were invited to participate in the survey for the University Grievance Officer, we are working through the survey data and ensuring

**VIII. Guest Speaker – Angie Nielsen 9:30-10:30 – CSU Budget**

- a. Angie Nielsen, Director of Office of Budgets
  - i. We are currently on version 5 of the budget
  - ii. The budget that went to the Board of Governors did not include the Spring 21 Census numbers.
  - iii. We are still waiting for some updates from the system officer budget
  - iv. There are 4 scenarios outlined, with regards to rate % increases
  - v. We did see from fall to spring an increase in tuition, normally we see some spring melt
  - vi. Questions:
    1. Angie: Q what is the E&G amount going to research?
    2. 51% is the amount that will be going to research
  - vii. Raises
    1. What we are hearing from the state of Colorado, is that the governor recommended a 2% increase only for state classified employees, the board raised this to 2.5%. What this means for CSU, is that because we do not receive extra funding for this, we have to work to find areas to bring this additional funding in.
  - viii. Expenditure Reduction Options
    1. Early retirement
    2. Attrition and replacement of only critical positions
    3. Discretionary expense curtailment (travel, training, consulting, entertainment)
    4. Temporary position elimination (student and non-student hourly, temporary Admin Professional and Faculty)
    5. Restructuring if/as indicated by Strategic Planning
    6. Salary furlough
    7. Salary reductions
    8. Fulltime permanent position elimination (NT/NTTF Faculty, Admin Professional, State Classified)
  - ix. Questions:
    1. Why are they looking at a 2.5% salary increase but the university would still be considering reductions like not filling positions and salary furloughs, etc?
      - a. These are all just different scenarios, we didn't know if there were strings attached to additional money coming in.
    2. Can you distribute a copy of the slides?
      - a. Unfortunately not given that this is a drafted document but once they are approved, they will be available on the Board of Governors website.
    3. We do not have representation on the Board of Governors how can we ensure our voices are hearing?
      - a. That would be a great question for Lynn because I am sure CPC is in the same boat. At this time, we know Faculty Council does have representation in this space.

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x. Comments:

1. I think things that do not increase the tuition rate for students and helps fill vacant position is better than providing salary increases. If we keep increasing the student tuition, we will price ourselves out of what students can afford. If we have less students attending, then year after year we will be facing revenue loss.
2. I would rather be fully staffed then have a salary raise.
3. I know in our office, we would rather have no raises and keep our jobs
4. In the grander perspective, I think given the different groups, we need to be ensuring that APs are sometimes given the attention that other groups are given.
  - a. Ensuring these conversations and recommendations are put through the workgroup that Tori referenced earlier.
  - b. We are also advocating for the health and well-being of those who are picking up the extra work left behind by vacancy in roles
5. I think that's a pretty universal feeling, having a job is better than not. But why is faculty "moving through the ranks" a given and we are looking at this "raise or job" question? What Brett said also.
6. I think we need to make sure we properly fund international and domestic student recruitment so that we can try to get ahead of the enrollment shortfalls or minimize them.
7. I would like to see the university show support for employees beyond faculty. Enrollment numbers are reflective of a lot of incredibly hard work on staff's part and not just faculty.
8. Thank you, Angie. Appreciate your comments and candor. This is a very difficult time and I appreciate your efforts and willingness to entertain questions/conversation.
9. We appreciate you and the Budget Office Angie! Thanks for all your hard work.

xi. Discussion

1. Yes, Tori - well said. Thus, addressing the culture of 'doing less with more' is an important issue, also.
2. Question – have we as a council ever sent letter or voice asking for representation on the board, and if so, when? Why are we not sending a letter every year?
  - a. Tori - We are not sure of when it was sent, but we know it has not occurred since I have been on the board. We are going to be working on addressing this with Lynn in our next meeting hopefully.
  - b. Sarah – this is an area where I have particular passion as well as looking for the administrative support
3. Question – Where is the conduit for DEI representation and perhaps those folks fanning out to specific colleges and seeing if folks are interested in these larger conversations?
  - a. There are structures in place for APC to serve in difference aspects across the institution that allow APs to give voice
4. Question: Is it shared governance if we don't have representation at the highest levels? And is it shared if the work is not valued? Genuine questions I have for us because I honestly don't know.

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### **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)
- 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)

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