Administrative Professional Council
Business Meeting Agenda
January 10, 2021- 8:30am – 10:30am

I. Call to Order
   • 8:30AM January 10, 2022

II. Announcements
   • Next APC meeting: February 14th - 8:30 a.m.-10:30 a.m. (Zoom)
   • Exec Committee Elections coming up in February

III. Speakers for January
   • Kauline Cipriani – Vice President for Diversity and Inclusion
     i. Arrived to the university as the Courageous Strategic Transformation was getting underway, means a lot has been learned about the climate here at Colorado State University and the hopes for the future.
     ii. Dr. Cipriana shared background information on who she is and what brought her to CSU. Originally from Trinidad and has a background in microbiology work. It was a long road to get to working in diversity and inclusion work.
     iii. Provided definitions for language that may commonly be used in DEI work
        1. Diversity – All the ways in which we are different, many are visible but so many more are invisible
        2. Inclusion – Requires intentional engagement across difference
        3. You can have diversity without inclusion, but you cannot have inclusion without diversity
        4. Equality – thinking about the ways in which you can set individuals up for success
        5. Equity – everyone can see and engage with resources that have been provided
        6. Inclusive Excellence – Making Excellence Inclusive is AAC&U’s guiding principle for access, student success, and high-quality learning. It is designed to help colleges and university integrate diversity, equity, and educational quality efforts into the missions and institutional operations
           a. Inclusive Excellence requires understanding DEIJ work:
              i. Is critical for our success;
              ii. Is an active process;
              iii. Includes addressing inequities; and,
              iv. Drives sustained institutional change
        7. Framework for Leadership
           a. Diversity 1.0
              i. The three Fs
                 1. Food
                 2. Fun

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.
3. Festivities

b. Diversity 3.0
   i. Diversity, equity, & inclusion (DEI) is core to institutional mission
   ii. Moves beyond historical DEI focus to better capture and leverage all human diversity
   iii. DEI tightly coupled to institutional excellence (thus, inclusive excellence)

c. The Four Ps Framework
   i. Pedagogy
   ii. Policies
   iii. Practices
   iv. Professional Development

8. IE & Courageous Strategic Transformation

a. As a group, we talked about climate issues we discussed what already makes CSU strong and where folks want CSU to go.

b. Our Legacy
   i. Continue to build upon the long history of CSU members, staff, faculty, and students work, some of whom dedicated their years, sometimes their careers and lives to making CSU a better place for everyone
   ii. CSU Is looking to continue its journey towards cultivating a place where we all feel welcomed, valued, and affirmed, so that we all can thrive and where we are committed to social justice

c. Challenges
   i. Our nation and our state have evolved with the changing forces of politics economy, technology, and the environment. We recognize that institutional and systemic racism, oppression, discrimination, bias, and exclusion have been a part of our foundation as a nation and has influenced higher education and other educational and research systems.
   ii. CSU adheres to the call for change, and like in other places in the US, and specifically in academic, has strived towards being an inclusive and equitable organization.

d. Top Recommendations
   i. Funding – develop, fund, and implement sustainable initiatives to eliminate equity gaps
   ii. Communication – establish a rigorous IE communications plan, including increasing the availability of Spanish translations.

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. Accountability – create a process to hold CSU community members responsible for their action or inaction regarding our climate

iv. Education and training – ensure CSU community members have knowledge and tools to positively impact our climate

9. Questions

a. Something we are talking about as an APC about the ways in which we advocate for ourselves and the needs of the greater APC community. We are seeing how the difference between employee classification and show up in the workplaces.

b. When it comes to inclusive excellence how do you work to encourage innovation and being inventive?
   i. With a background in microbiology, some of our best ideas came from our weekly lab meetings. We then worked to brainstorm ways in which we could help each other’s research be better. It can be hard to carve out time to just brainstorm, one way I have seen that has worked is call out for proposals for new innovative ideas.

c. Question provided in the chat, how can share best practices across campus?
   i. We have a group called Equity Inclusion Network, working with this group to address this very question at the intuition. Having an annual conference that is more of a showcase of people’s successes and gives an opportunity for folks to engage and share ideas that are working well for them.

d. How does your office plan to address salaries to overcome the long history of inequity/inequality?
   i. In the leadership conversations that I have been a part of, the president and provost are concerned by the salary equity and are working towards addressing this. While the finance office is the team who will be working on this, I would like to be there as a resource so that the inequities are addressed in meaningful ways.

- Richard Eykolt – Policy and Procedures from Faculty Council
  i. Talking about the policy for a few months, Richard acts as the University Grievance Officer, this helps create a more equitable process and expectations.
  ii. This helps put practice into policy and ensure that correct terminology is being used so that folks are ensuring they are issuing the correct types of letters.

iii. Questions
   1. Will this be used across all employment types to ensure all members of the university community are held to the same standard?

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.***
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. Action Items & Discussion**

- Approval of November & December Meeting Minutes (Poll)
  
  i. Vote
  
  1. Yes – 32  
  2. No – 0  
  3. Abstain – 1

- Discussion and vote of Faculty Council Handbook update Section D.4
  
  i. Vote
  
  1. Yes – 29  
  2. No – 0  
  3. Abstain – 4

- Poll: APC Meeting Times
  
  i. Switching Time – 24 in favor, 9 opposed  
  ii. Monday Mornings 8:30 – 10:30AM -  
  iii. Monday Afternoons 1:00 – 3:00PM –

  iv. Discussion
  
  1. What will be the expectation for APC members who can no longer make the new meeting time?

     a. We can chat more about when we roll this out and what that may mean for folks who can no longer make it.

  2. Some individuals need to be mindful of the shifts that will occur because of school drop off

  3. Other individuals would enjoy the shift after weekends to have the time to work through “weekend fires”

---

**V. Officer Reports**

- Chair
  
  i. Had more conversations as an Executive Team and how we want to move forward this spring and recentering our goals as team.

     1. Some of this includes where does APC fall within the university organizational chart and who does APC report up through.

- Vice Chair
  
  i. Reminder that we have a Co-Chair meeting on 1/19 and please ensure you are submitting your reports on time

     ii. If you have anything from University Committees please also share that back with this larger group

- Secretary
  
  i. No report!

- Treasurer
  
  i. Any committees who have a request for budgetary needs, please send Trish an email!
VI. Standing Committee Reports
- AP Advocacy
- Communications
- Equity and Social Justice
- Executive Committee
- Nominations & Elections
  i. Two items that would need to be voted upon
    1. Motion to approve Karen Bright as a representative for Area 15
       a. Motion approved!
    2. APC Elections
       a. If you are interested in running for any of the Executive Roles, please reach out to current members of the Exec Team and Nominations and Elections Team as well.

- Policies and Procedures
- Recognition
- Service and Engagement
  i. CSU Postdoctoral Association Call for Judges for Symposium on 3/4/22
  ii. CSU Spur Campus during spring semester
  iii. MLK Jr. Celebration 1/17/22
  iv. Interest in Adopting a Natural Area for Spring

VII. University Committee Reports
- Request to give Updates

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.***
University Committees

- Campus Bicycle Advisory Committee (Catherine Douras)
- Campus Climate Committee (Kirsten Slaughter-Rice)
- Classified Personnel Council (CPC) (Christie Mathews)
- CPC Leave Sharing Committee (confidential)
- Commission on Diversity and Inclusion (Karin Bright)
- 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 (Sarah Olson)
- Faculty Council Committee on Strategic & Financial Planning (CoSFP) (Trish Torrez)
- Football Game Management Committee (Zach Campain)
- Grievance Panel (a confidential pool of 21 APs who serve for 3-year terms)
- Housing Task Force (Christie Mathews)
- Multicultural Staff & Faculty Network Committee (Rickey Frierson)
- Parking Appeals Committee (Megan Boone and Farrah Bustamante)
- Parking Services Committee (Trish Torrez and Jess Drydahl)
- Physical Development Committee (Christie Mathews)
- President’s Council on Culture (Catherine Douras)
- President’s Sustainability Committee (Tammy Felton-Noyle)
- Professional Development Award Committee (Confidential)
- Social Norming Task Force (Shaun Case)
- University Benefits Committee (Chris Dorich, Trish Torrez, Julie Paolucci)
- University Sexual Harassment Panel (a confidential pool of 10 APs)

Ad Hoc Committees

- Research Associate Ad Hoc (Kacy Paul, Claire Chance, Chris Dorich, Sally Jones-Diamond)

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.***