I. Call to Order

II. Announcements
   - Next APC meeting: April 10th - 9:00 a.m.-11:00 a.m. (Zoom and in Ammons 226)
   - Speaker in April: President Amy Parsons

III. Speakers for March
   - Audra Montoya-Baker: Employee Housing Programs
     i. Vision: Where CSU employees work, play, and learn is also where the should have the opportunity to live. Employee Housing Programs envisions that all CSU employees have access to a safe and stable place to call home.
     ii. Mission: To support CSU Employees by facilitating access to housing through the design, delivery, and management of housing assistance programs and for the recruitment and retention of CSU employees in support of CSU’s educational mission and employee well-being
     iii. Values, objections, and goals we are working towards:
        1. To be understand the core housing needs of employees in order to create and implement initiatives that help alleviate housing challenges
        2. To provide information, education, and resources to assist employees with their housing needs and to support connection to the CSU campus and local community
        3. To help employees and their families access affordable places to live
        4. To improve long-term housing stability for the well-being of CSU employees
     iv. 2021 CSU Housing Needs Assessment Highlights
        1. 2342 Respondents (30% response rate)
        2. Housing is an important factor in the decision to work at CSU
        3. University sponsored housing program are very likely or somewhat likely to attract employees to CSU and encourage them to stay
        4. #1 factor for housing dissatisfaction is the high cost of housing
        5. #1 factor of where to live next is the affordability of housing
        6. Homeownership is extremely or very important to nearly 70% of current renters and a critical consideration to renters in whether to stay at CSU
        7. Down payment is the number 1 obstacle in purchasing a home
        8. Top 3 program preferences are around homeownership
        9. 21% of current employee renters indicated a need for financial rental assistance in the last 3 years due to unforeseen circumstances to a great or moderate extent
     v. What are we doing with the results?
        1. This is why I’m here today!
           a. Providing educational opportunities
           b. Developing programming
     vi. Mortgage Insurance Waiver Program
        1. CSU Housing Programs has partnered with Canvas Credit Union to offer a mortgage insurance waiver program for first time homebuyers.
2. Mortgage insurance is an insurance that many lenders require during the home buying process, particularly for home buyers who do not have a 20% down payment. Employees who apply for a loan through Canvas Credit Union and who qualify for this new mortgage insurance waiver will have a lower monthly mortgage payment because they are not also paying for monthly mortgage insurance.

3. Review the MI waiver eligibility criteria to see if you qualify, and would like to speak to a lender and learn more or start the process contact one of these lending agents at Canvas Credit Union:
   b. Andrew Martin, AndrewM@canvas.org, Direct: 303-639-2575 Cell: 720-724-5715

vii. Housing Partners Program
   1. CSU’s Housing Partners Program helps CSU employees save money on housing through a network of real estate professionals offering discounted services to CSU employees. The program is currently being developed. Discounts will be added to the website as the program grows.

viii. Free Homebuyer Education Courses
   1. In partnership with Brothers Redevelopment we recently offered:
      a. How to boost your credit score
      b. Combating the challenges of affordable homeownership
      c. The recordings and slides for the presentations will be on the housing website until the end of April, if anyone wanted to attend but wasn’t able.
   2. For more information, contact Amy Kennedy:
      a. 303-685-4202 or amyk@brothersredevelopment.org.

ix. Where are we headed?
   1. Emergency Hardship loan Fund
      a. The policy is being expanded to include emergency housing assistance and increase the loan amount from $1,000 to $1,500. We are finalizing the approved changes.

x. What’s Next?
   1. I would love to gather feedback from you. There are additional ideas on the table, and I’m working with Advancement office on a fundraising campaign to help fund future initiatives.
   2. What ideas do you have?
   3. Questions?
      a. The focus of this is somewhat regional, would there be opportunities for realtors/lenders across the state to offer these services and should they just contact you?
         i. Absolutely!
      b. What are the limits on first-time homebuyers?
         i. Part of it depends on how long since you have been a homebuyer. We operate using the Fanny-Mae lending rules.
         ii. Another piece is whether or not you were a solo home owner and now you will be
         iii. It is 3 years since you last sold the home
      c. Do any of these apply if you do not live in Colorado?
i. Unfortunately the PMI only applies to the tri-County area for right now due to limitations of funding for the program. Canvas also only operates within the state of Colorado.

xi. Contact Information
   1. Audra Montoya-Baker
      a. Employee Housing Programs Coordinator
      b. Audra.Montaya-Baker@colostate.edu
      c. https://hr.colostate.edu/employee-housing-programs/

IV. Action Items & Discussion
   - February Meeting Minutes
     i. Approved
   - Executive Team Results
     i. Executive Team for 2023 – 2024
        1. Chair – Matt Klein
        2. Vice Chair – Trish Torrez
        3. Secretary – Justin Schwendeman-Curtis
        4. Treasurer – Dennis Anderson
   - AP/Faculty manual decision
     i. Matt: The Exec Team feels like we need to revisit the conversation around the manual split. We did not have the largest vote, and feel like some of the vote was people saying they did not have enough information to make a decision here.
     ii. Update from AP Advocacy Team
         1. Option 1: Split the Manual
            a. Pros/Cons
               i. Cons
                  1. Time commitment of this project, this is a full-time job, and the lack of support that exists here.
                  2. This takes away a connection with FC and also limits a checks/balances.
                  3. We would have to manage our own manual.
                  4. Could potentially allow for faculty to advocate for rewards/raises
                  5. We lose leverage when we are not able to come forward with a united voice.
                  6. Keeping content in sync that applies to both faculty and APs will be difficult.
               ii. Pros
                  1. We would get to manage our own manual.
                  2. It would help “legitimize” APC and show that we could stand on our own.
                  3. The manual is lengthy with certain sections that only apply to faculty.
            b. Timeline
            c. Significant, whoever is doing this, this will take a good portion of your time, would we want this done in a year? Will this be our FY24 project?
            d. How do we get buy-in from BOG in this year if we want to go this route?
     2. Presidential fellow?
        a. We have not seen a call for next year’s cohort coming forward?
        3. Who would be responsible for gathering feedback, drafting, presenting to what people?
4. We would need APC Approval
   a. Faculty Council
   b. General Counsel
   c. Brendan/VPHR
   d. Take it to cabinet for Presidential Approval
   e. Board of Governors
5. Option 2: Not Splitting the manual
   a. What are our other options?
   b. Look at tightening up the language within the manual so that we can streamline communication and checks/balances
   c. Pointing out the inconsistencies to Brett/Brandon within the manual
6. Assessment
   a. Please work to fill this out prior to our next meeting, this should stay within Area Reps completing so that we have a solid understanding of who that has been elected is willing to work on this
7. APC/FC Partnerships
   a. Something we are experiencing now is the “rubber stamp” process when Faculty Council votes on a manual change. It is something that Matt and the rest of Exec are working on is bridging this gap so that we can be more uniform in our discussions and partnerships moving forward
   b. Ultimately, our hope would be to add representation for each of the councils on the Board of Governors, but this is much harder to do than anticipated.
   c. Question: Would splitting the Manual guarantee a spot for APC on the Board of Governors?
      i. No. It would mean that we would need to add 6 more representatives to the Board instead of just one for each of the three CSU campuses.

- Merit vs. Cost of Living
  i. Setting the Stage
     1. Rising inflation
        a. Increase mortgage and car loan rates
     2. Increased cost of housing
     3. These are issues that affect everyone
     4. So it seems like the right time to introduce an annual raise that also affects everyone
     5. As a co-coworker of mine said “if we don’t get a raise, we’re essentially paid less to work here. Because the money we take home is the same, but it’s worth less for buying things”
  ii. Proposal
     1. Things that won’t change:
        a. This will not cost CSU more money: The amount of money has budgeted for raises will stay the same
        b. This will keep merit-based raises
     2. Things that are new:
        a. We propose adding a cost-of-living raise category, for all employees equally across the university.
        b. Make the split between cost-of-living & merit raises a 90/10 split, respectively.
        c. Make the cost-of-living raise a flat-dollar raise, instead of a percentage raise.
           i. Ex. Instead of all employees getting a 3% raise, everyone gets a $2,500 raise
           ii. This % raise only help those at higher salaries. The top 10% of earners make more than the bottom 40% of earners
     3. Explanation & Justifications
a. Why a 90/10 split between cost-of-living and merit?
   i. Cost of living raise for the bulk of employees?
      1. Merit raise for those doing better than great, but not handled
         by CSU’s already established process for that (supplemental
         pay, etc.)
      2. Employees doing better than great & deserve a cost-of-living
         raise but extra $$ handled by supplemental pay
      3. Employees who deserve a cost-of-living raise but may need a
         little help in their job via a performance improvement plan,
         etc.

4. Questions/Comments
   a. Something we have pushed over to Brendan Hanlon about why we moved
      from COLA to Merit based raises and we are waiting to hear back at this
      point in time
   b. How do we come up with the 90/10 split?
      i. It seemed like a good number because it allowed the most amount of
         money to go to the most amount of employees.
   c. What are next steps from here?
      i. First, let’s discuss?
         1. Is this a good idea? Bad idea?
      ii. If there are concerns, should we revise?
      iii. If no concerns, should we vote on whether to approve this proposal?
      iv. If approved, send to Faculty Council? Adding their voice could be
         big.
         1. CPC is not being excluded; rather, their raise process is
            handled through the state/CO-Wins & they have an across the
            board raise happening right now
      v. Then on to CSU Leadership
      vi. The timing? Might be hard to get in this year. But that shouldn’t stop
          us from trying if we, APC, are ready to push this forward
   d. We also really want to ensure we are matching timing with FC so that we are
      not moving forward without their buy-in/feedback.

- Update on Volunteer Service Hours
  i. CPC/APC Leadership met with Brendan and Brett to talk through this proposal next steps
     would be them talking through it and then would need to move over to the President’s
     cabinet
     1. If approved there, it would then move over to the Policy Dept.

V. Speaker Discussion
- Discussion of speaker remarks
  i. Nothing.

VI. Officer Reports
- Chair
  i. What questions do we have for President Parsons?
     1. I would recommend that we define the top priorities from the APC
        perspective.....housing, HR topics etc....
     2. What is her plan for deferred maintenance? What about equity among different
        campus units, what is her vision for the upcoming year, what are her three top
        priorities? While she seems to be focusing on faculty, what about all others as they
        are just as deserving.
ii. What other speakers would folks like to see in the future?
iii. Compensation calculator through HR should be up and running here sometime soon
   1. This is the one for the internal employees, they are currently working on one that is
      more of a recruitment tool for prospective employees.

- Vice Chair
  i. No Report

- Secretary
  i. Performance Management Group
     1. Set to meet tomorrow to begin working through the data here
  ii. Compensation Specialist
     1. We met with our first candidate and will be meeting with more candidates in the
        coming weeks to hopefully get someone hired here.

- Treasurer
  i. APC Exec is looking at purchasing an OWL for use in APC meetings so we don’t run into
     the same tech issues at this point in time. This will depend on the end of the year recognition
     event as well

VII. Standing Committee Reports
    - AP Advocacy
      i. See above!
    - Communications
      i. If you are a member of a University Committee and have updates to provide, please work to
         let us know. Or if there are ones you sit on that are not listed here, please also let us know!
      ii. We are looking at putting together a template for how to host a Town Hall event for each
          area. If you have already hosted one, please share with us your agenda so that we can take a
          look and create a template.
    - Equity and Social Justice
    - Membership
      i.
    - Policies and Procedures
    - Recognition
      i. We have selected AP STAR and DAPA award winners and have notified winners
      ii. Finalized the menu for the event with LSC catering.
      iii. Cam the Ram (2 legged Cam!) will be present for the event as well
    - Service and Engagement

VIII. University Committee Reports
    - Request to give Updates
University Committees

- Assessment Group for Diversity Issues (Meg Skeehan)
- Campus Bicycle Advisory Committee (Catherine Douras)
- 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 (Lani Williams)
- Employee Hardship Loan Committee (confidential)
- Faculty Council – APC Representative (Exec Team)
- Faculty Council Committee on Strategic & Financial Planning (CoSFP) (Matt Klein)
- Grievance Panel (a confidential pool of 21 APs who serve for 3-year terms)
- Housing Task Force (Christie Mathews)
- Inclusive Physical & Virtual Campus Committee (Hosam Ahmad)
- Multicultural Staff & Faculty Network Committee (Rickey Frierson)
- Parking Appeals Committee (Megan Boone and Theresa Todd)
- Parking Services Committee (Trish Torrez and Jess Dyrdahl)
- 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 (Dennis Anderson, Trish Torrez, Julie Paolucci)
- University Sexual Harassment Panel (a confidential pool of 10 APs)

Ad Hoc Committees

- Research Associate Ad Hoc (Kacy Paul, Heather Blair)