

Administrative Professional Council  
September 11<sup>th</sup> , 2023- 9:00am - 11:00am  
In-Person: ADM Ammons 226  
Virtual: [Zoom](#)

I. Call to Order

II. Announcements

- Next APC Meeting: October 9<sup>th</sup> - 9:00 a.m.-3:00 p.m. (Zoom)
- Speaker: President Amy Parsons
  - i. Please come prepared with questions for President Parsons so that we can ensure that we are asking questions of her and making a productive use of her time.
  - ii. Email these questions to the Executive Team in advance so we can work to synthesize questions as needed.

III. Speakers for September

- Joe Parker: Director of Athletics
  - i. Purpose - Educate, Engage and Excel
    - 1. Believe that we do the engage piece better than any other part of campus
  - ii. We have won more titles than any other Mountain West school aside from San Diego State University
  - iii. Every student is now eligible for a one-time transfer as opposed to previously having to sit out a full season.
  - iv. Questions?
    - 1. Can you share more about conferences, you shared we may move or there may be people who are added into our area?
      - a. Certain schools have pivoted away from the PAC 12 and Big 10 which has created openings elsewhere.
      - b. This could help past, present, and future students in bringing awareness to CSU.
    - 2. How is the Stadium doing in terms of revenue generation and could it be used for more events to increase revenue in the future?
      - a. Yes, it is performing as we had hoped.
      - b. Absolutely we are always looking at new ways to improve revenue for the stadium.
    - 3. Thank you for the comp tickets, are there plans to ticket future sports over in Soccer and Softball?
      - a. No, it would likely end up costing us more to ticket these events.

IV. Action Items & Discussion

- AP Luncheon moving to Service & Engagement Committee
  - i. If folks are interested in working, please reach out to the Executive Team or Emily LeBlanc
- Area 12 & 16 Votes
  - i. Area 12 - Austin Hannon - approved
  - ii. Area 16 - Timothy Schommer - approved
- Volunteer Service Hours Project Update

- i. The Volunteer Service Hours program will provide 8 hours of paid administrative leave to CSU employees to volunteer at university designated organizations in our local community.
  - ii. President Parsons approved the program in August, the program is set to launch at the end of September there will be an announcement to employees via an email from the Office of the President combined with a SOURCE article to the CSU community.
- Accreditation - 9/18 on-site visit
  - i. This is being done through the Higher Education Learning Commission to ensure we are operating within our scopes.
  - ii. Document has been shared in the Teams folder for the September monthly meeting for folks to access.

## V. Area Breakouts

- Discussion, key dates, meetings

## VI. Area Reports

## VII. Standing Committee Reports

- AP Advocacy
- Communications
  - i. Shared an update from the communication survey that was done
    - 1. 91 respondents in the month of August.
      - a. 74 are receiving communications from APC, 2 said no, 15 are unsure
      - b. Communication from Reps, alarming number of unsure
      - c. Many like to receive it via APC/Area Email
    - 2. Recommendations will be provided via PowerPoint in the September monthly meeting folder.
  - ii. Shared mailboxes
- Equity and Social Justice
- Membership
- Policies and Procedures
- Recognition
- Service and Engagement

## VIII. Officer Reports

- Chair
  - i. University leadership has been more than willing to work with us as council leadership
  - ii. Trish and Matt have been invited to attend Provost interviews, attended 2/3 of the interviews so far
  - iii. Attending meetings for budgeting models and supporting university leadership in the shift from one model to another.
  - iv. Looking at creating a university resource for new/expectant parents
- Vice Chair
  - i. [Thematic Year of Democracy](#)
    - 1. Take a look for more information about events occurring here.
  - ii. Attended CPC Retreat to present on what APC completed last year and is hoping to do this year.

- iii. Working on looking at standing committees and university committees to ensure assignments are finalized and committees are up to date as well.
  - Secretary
    - i. Faculty Council Meetings is discussing the Vet School expanding and adding an additional 30 seats per year. This will be done over the course of time and will require capital projects to occur as well.
  - Treasurer
    - i. Not much to report! We are setting up the budget for the year, will run it by the next large APC meeting after running it by the APC Executive Team.

## IX. University Committee Reports

- Request to give updates.

## University Committees

- Assessment Group for Diversity Issues (TBD)
- 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 Dyrda)
- 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)

