

PURDUE UNIVERSITY
ADMINISTRATIVE AND PROFESSIONAL STAFF ADVISORY COMMITTEE
MINUTES OF MEETING HELD February 13, 2008

APPROVED

MEMBERS PRESENT

Kristie Bishop
Mike Budzik
Sabina Calhoun
Juan Casas
Cherry Delaney
Maureen Huffer

Dan Leaird
Barbara Mansfield
Kevin Maurer
Pamela Phegley
Steven Putt
Rebecca Richardson

Timothy Riley
Steve Santy
Leonard Seidel
Joseph Zadik

MEMBERS ABSENT

Barb Austin
Jeff Gunsher
Sarah Merchant
David Tate
Michelle Walls

RESOURCE MEMBERS PRESENT

James Almond, VP Business Services & Assistant Treasurer
John Beelke, Director, Human Resource Services
Carrie Hanson, Human Resource Services
Lisa McCloud, Human Resource Services
Valerie O'Brien, University Periodicals

I. ANNOUNCEMENTS, ADOPTION OF THE AGENDA AND APPROVAL OF January 9, 2008 MINUTES

Mike Budzik called the meeting to order and asked for any announcements or additions to the agenda. Mike added under unfinished business the 20th Anniversary of APSAC, and under new business working Moms forums and communication tracking. With these additions, the agenda was approved. Mike asked for any changes or additions to the minutes, hearing none the minutes were approved.

II. VICE CHAIR ELECTION

The policy and procedures states the winning candidate will receive more than half the votes. The voting would continue until a candidate received over half the votes. Mike called for a motion to change this to; the candidate who received the most votes will be selected. Dan made the motion to accept this to the policies and procedures and Maureen seconded.

Lenny Seidel and Barbara Mansfield spoke to the committee; Dave Tate's speech was e-mailed to the whole committee prior to this meeting. Carrie Hanson distributed voting ballots and Mike instructed the members to vote either for Lenny, Barbara, David, or abstain. The ballots were collected and tabulated, with Lenny Seidel being selected with the majority of votes.

III. UNIVERSITY OFFICER'S REPORT

Jim Almond reviewed with APSAC their December 12, 2007 memo regarding the re-examination of benefits for Purdue employees. There are a number of initiatives underway. Mr. Almond noted that HRS is planning a benefits review and will be benchmarking with peer groups; President Cordova has asked HRS for a recommendation on a parental leave policy; and the Health Plan Advisory Committee will be reviewing options to the current medical tier premium structure.

IV. HUMAN RESOURCE SERVICES OFFICERS' REPORT

John Beelke reported that those individuals who have signed up for the flexible spending account may have experienced problems filing pharmaceutical claims. The problem was with Anthem, but is being corrected. Do not re-submit claims.

Some of the physicians with the IU Medical Center have decided to dropout of the network. Physicians and/or hospitals can drop out the network at anytime with 90 days notice. The Health Plan Advisory committee will begin discussing other potential medical networks.

One of the options being considered for the future is Consumer Driven health plans. These plans have a high deductible, but the monies are put into a health savings account that rolls forward from year to year. The idea behind this plan is have individuals use their own funds to pay for routine health care expenses and provide information to them so they become better health care consumers.

The medical tier is being reviewed for possible revision. The health plan advisory committee has discussed dental benefits and will be recommending that Purdue subsidize for dental coverage.

Healthy Purdue has over half of the staff participating in the program, but very few faculty members are participating. The goal is to have 80% participation. Incentives are being re-considered to get more involvement.

Human Resource Services has been asked by the administration to craft a parental leave policy. As the policy is developed it will be shared with advisory groups for their input and feedback. This policy could provide additional paid leave for childbirth and/or adoption.

V. SUBCOMITTEES

Calumet – Juan Casas reported that senior leadership is looking at ways to make improvements through surveys. Town Hall meetings have been scheduled for February 18th, 19th and 20th. A new representative is needed for APSAC.

Communications – Mike Budzik reported that the website and members webpage have all been updated. In the last six months the following individuals are no longer with APSAC; Joy May, Marcia Swails, Sam Axley and Gretchen Bertolet. The membership application is available online.

Professional Development – David Tate reported that grant applications are being accepted now through 5:00 p.m. on March 3rd. Everyone should send a reminder out to constituents.

Membership/Staff Relations – Joe Zadik reported that he has received five membership applications. The areas needing representation are College of Education/College of Liberal Arts, College of Agriculture including Cooperative Extension Services, College of Agriculture including Cooperative Extension Services (4-year term), College of Consumer and Family Sciences/School of Management, College of Engineering, Office of the President and Areas Reporting Directly to the Provost, Vice President for Business Services, Internal Audit, Executive Vice President & Treasurer, Intercollegiate Athletics, Senior Vice President for Advancement, Dean of the Graduate School, Vice President for Human Relations, Vice President for Research, Vice President for Governmental Relations (two open seats), College of Science (4-year term), Vice President for Student Services (4-year term).

Executive sub-committee – Mike Budzik reported that the executive subcommittee discussed where to go with share point. Share point would allow documents to be archived on-line; this is a service that IT@P provides maintenance and back-up needs. This cost is approximately \$300 a year for this secured site. Items can be scanned into this repository of historical data.

Member emeritus – Mike reported that three out-going members would be named for a one year non-voting seat. Those eligible are Barb Austin, Kristie Bishop, Mike Budzik, Jeff Gunsher, Maureen Huffer, Dan Leaird, Steve Putt, and Rebecca Richardson.

Campus Safety Task Force – Joe Zadik reported that the West Lafayette Police Chief attended the most recent meeting. Trees and sidewalks are a concern in the island.

VI. NEW BUSINESS

Amend Policies and Procedures to Change Regional Campus Representation - Mike called for a motion to change from one representative from each regional campus to a primary representative and one optional secondary representative. The primary and secondary representatives from each regional campus shall together count as one voting representative. The Membership and Staff Relations (herein referred to as MSR) Subcommittee is charged with the responsibility of recruiting, interviewing, and nominating selecting all new APSAC members except regional campus representatives. Regional campus A/P staff advisory groups are charged with selecting a primary representative and an optional secondary representative. If the Primary representative from a regional campus is present, only the primary representative's vote will

be counted. If the primary representative is not present, the secondary representative may vote. Dan Leaird made the motion and Lenny Seidel seconded. The motion carries.

VII. NEXT MEETING

The next meeting of APSAC will be Wednesday, March 12, 2008 in STEW 204 Guest Speaker, Mark Pagano – Dean of Continuing Education- Accreditation Project and Guest Speaker, Alysa Rollock, Vice President for Human Relations – Amorous Relationships in the Workplace Policy.

Respectfully submitted,
Lisa McCloud