

PURDUE UNIVERSITY
ADMINISTRATIVE AND PROFESSIONAL STAFF ADVISORY COMMITTEE
MINUTES OF MEETING HELD April 9, 2008

APPROVED

MEMBERS PRESENT

Barb Austin	Maureen Huffer	Timothy Riley
Kristie Bishop	Dan Leaird	Steve Santy
Mike Budzik	Barbara Mansfield	Leonard Seidel
Sabina Calhoun	Kevin Maurer	David Tate
Juan Casas	Pamela Phegley	Michelle Walls
Cherry Delaney	Steven Putt	Joseph Zadik
Jeff Gunsher	Rebecca Richardson	

MEMBERS ABSENT

Sarah Merchant

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 March 12, 2008 MINUTES

Mike Budzik called the meeting to order and asked if there were any additions or corrections to the agenda or to the minutes. Hearing none, the agenda and minutes were approved.

II. VICE CHAIR ELECTION

Mike Budzik motioned for a vote; with the majority approval, a single vote may be taken and the candidate with the most votes is elected with or without receiving a majority of the votes cast. All members voted in favor, the motion carries. The elected Vice Chair for 2008-2009 is Cherry Delaney.

III. MEMBER EMERITUS ELECTION

Mike Budzik reported that APSAC started the year with 25 members, four members were lost due to people leaving APSAC before their term was completed and an additional 10 will complete their terms in May. Therefore, in June, 14 of the 25 members will be new. We need Members Emeritus to help with continuity. Receiving the most votes for member emeritus were Kristie Bishop, Mike Budzik, and Dan Leaird.

IV. UNIVERSITY OFFICER'S REPORT

Jim Almond reported that Randy Woodson has been selected as the new Provost. He also noted other senior administrative vacancies in the search process included: Dean of Education, Dean of Agriculture, Vice President for Research, and Vice President for Physical Facilities. Jim reported that the Board of Trustees will meet April 10 and 11, 2008. The 2009 conceptual budget will be discussed as well as the two year capital plan. In addition, the Tiger Teams will make a presentation discussing the strategic plan.

V. HUMAN RESOURCE SERVICES OFFICERS' REPORT

John Beelke reported that since Taleo, the new employment system has been implemented there have been more than 84,000 applications received. The majority of the applicants have been external candidates from every state in the U.S. plus from 35 other countries.

Brent Bowditch, Assistant Director of HRS Benefits has accepted the position of Assistant Vice President of Human Resources at Michigan State University.

A draft of the Parental Leave Policy should be complete this month.

On October 26, 2006, the U.S. Department of Labor issued guidance about how an element of the law, known as the “computer exemption,” pertained to IT customer support, help desk, call center, and similar positions. Purdue has determined that to comply with the law we must reclassify these IT positions as nonexempt. Effective July 1, 2008, these positions will move to the biweekly pay schedule.

Level One of Healthy Purdue – and the opportunity to earn \$150 (before taxes) – is winding down. Those planning to participate must complete a wellness screening and the HealthPath Questionnaire (HPQ) by April 30. Once participants have completed the HPQ, they are eligible to work toward completing Level Two – the apples and earn an additional \$250 (before taxes).

VI. SUBCOMMITTEES

Calumet – Juan Casas reported that the membership interviews will be completed by the end of May. The recognition program will be modeled from the West Lafayette campus.

Fort Wayne – Sarah Merchant reported that the new representative will be Susan Byers.

North Central – Barb Austin reported that their retreat is in the planning stages.

Professional Development – David Tate reported that the grant applications are being compiled.

Membership / Staff Relations – Joseph Zadik reported that ten out of the eleven positions have been filled. The three regional campuses will have a primary and secondary representative. If the primary representative can not make a meeting the secondary will attend. The letters have not been sent to the applicants yet.

Executive subcommittee – Mike Budzik reported that monthly new hire lists will still be needed even when SharePoint is in place. Upcoming priorities for the year include; TIAA-CREF benefits for all, dental insurance coverage and issues of employees not using vacation days and losing them at the end of the year. By the May meeting the CSSAC chair and vice chair will be contacted about a joint meeting with APSAC to work on proposals together.

VII. UNIVERSITY COMMITTEES

Campus Safety Task Force – Joe Zadik reported that the safety walk has expanded to 50 students. There is a safety video available.

Faculty Compensation & Benefits – Dan Leaird reported that this committee is in the winding down stages.

Parking & Traffic – Cherry Delaney reported that the Wood Street garage will be closed this summer for cleaning and repair. The Marstellar garage is not in good shape. The student government presented a parking traffic committee a proposal to clarify student parking issues. The document was shortened to one half page and will only include the most important information.

Recycling – Steve Santy reported that the Purdue Recycles brochure is being updated. The Boiler Green student group was awarded a grant by REMC. The group decided to use the money received to by 22 recycling centers. This is the last meeting until the Fall of 2008.

Spring Fling - Steve Putt reported that the gifts for Bingo are coming along. If you have any gifts, contact Carrie Hanson for storage issues. More volunteers are needed. Please review the signup sheet and volunteer for a ½ hour shift.

Staff Appeals Board – Kristie Bishop reported that there were four written appeals. After discussion, the Board voted to unanimously uphold all tickets. There were four personal appeals with 3 upheld and one was reduced to a warning.

University Senate Report – Dan Leaird reported that Howard Zelaznik was elected as incoming Vice Chair of the University Senate. The recommendation to disband the Collective Bargaining Committee was approved. Grade forgiveness and reported scholastic indices has been discussed at several recent Senate meetings. The Educational Policy Committee brought forth a compromise policy that focused on the structure of reported scholastic indices. The tone of the discussion was overwhelmingly positive. This will be voted on at the next Senate meeting. Currently researchers who publish their findings in books and articles may not know they are signing away their copyrights. Publishers have control

of that material and could limit the redistribution rights of the author. The CIC urges contract language that allows authors to keep certain rights. It was unanimously recommended to support the CIC document.

Dan reported that APSAC will attend one more meeting of the Senate and CSSAC will begin meeting in the fall. A copy of the letter indicating the meeting dates will be forwarded to Gary Carter.

OnePurdue User Support Advisory Committee – Mike Budzik reported that the access to banner will be granted to those who will need it through their ACID account.

VIII. UNFINISHED BUSINESS

Working Moms group – Dave Tate reported that a conference call took place regarding several issues involving the Working Moms group.

Parental Leave – Mike Budzik reported that HRS hopes to implement a parental leave policy by July 1. The letter that was drafted by APSAC and CSSAC for HRS indicating recommendations has been approved by CSSAC. This letter needs to be approved by APSAC. Lenny motioned to approve this letter and Maureen seconded. The motion carries.

IX. NEXT MEETING

The next meeting of APSAC will be Wednesday, May 14, 2008 at STEW 204.

Respectfully submitted,
Lisa McCloud