

**PURDUE UNIVERSITY**  
**ADMINISTRATIVE AND PROFESSIONAL STAFF ADVISORY COMMITTEE**  
**MINUTES OF MEETING HELD September 10, 2008**

**APPROVED**

**MEMBERS PRESENT**

Dan Annarino	Leigh Fuller	Timothy Riley
Kristie Bishop	Michelle Gilhooly	Linda Rose
Mike Budzik	Kathy Heath	Steve Santy
Susan Byers	Nick Howell	Leonard Seidel
Sabina Calhoun	Sally Luzader	Mark Sobers
Michelle Davis	Barbara Mansfield	David Tate
Cherry Delaney	Kevin Maurer	Ed Wiercioch
Marsha Freeland	Mollie Pennock	Christina Wilson
Bonnie Fox	Pamela Phegley	

**MEMBERS ABSENT**

Terri Chance  
Dan Leaird  
Joseph Zadik

**RESOURCE MEMBERS PRESENT**

James Almond, Vice President for Business Services and 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 August 13, 2008 MINUTES**

Lenny Seidel called the meeting to order and asked if there were any additions or corrections to the agenda. Lenny introduced new member Dan Annarino. He will be fulfilling the vacant position left by Michelle Walls. Lenny also announced that President Cordova requested members for the search committee for the replacement of Dr. Morgan Olsen. Pamela Phegley will be the APSAC representative. Hearing no other adjustments, the agenda was approved. Lenny asked for any corrections to the minutes, hearing none the minutes were approved.

**II. UNIVERSITY SENATE REPORT**

Gary Carter reported that the University Senate Chair outlined a resume of items under consideration; budgeting, student conduct code, banner system, OnePurdue status and future.

**III. UNIVERSITY OFFICERS' REPORT**

Jim Almond reported that a letter was sent out from Morgan Olsen informing everyone of his decision to leave the university. A retirement task force is being formed headed by Dr. Woodson. This task force will review the current retirement program options. The Board of Trustees will meet September 26<sup>th</sup> at the Fort Wayne campus. Dr. Córdoba will discuss the West Lafayette strategic plan metrics. Dr. Olsen will present the 2008-2009 operating budget.

**IV. HUMAN RESOURCE SERVICES OFFICERS' REPORT**

John Beelke reported that Hewitt and Associates have begun comparing Purdue's benefits package with other peer institution, the Big 10 Universities and local employers. As part of this study, faculty and staff will be asked how they value their benefits. Feedback will be collected by doing a sampling of faculty and staff from all campuses.

**V. REGIONAL REPORTS**

Calumet – Michelle Gilhooly reported that Chancellor Cohen hosted a Welcome/Thank you reception for the new Vice Chancellor of Academic Affairs Dr. Ralph Rogers and to thank Dr. Peggy Gerard for serving as Interim VCAA.

Fort Wayne – Susan Byers reported that the Jim Ferguson, Director of Human Resources has retired.

North Central – Leigh Fuller reported that PNC's APSAC held a luncheon on September 4<sup>th</sup> with the theme "Getting to know APSAC through Discovery, Learning and Engagement, followed by a guest speaker, Ann Evanston, who addressed an open campus invitation by providing a program on motivation and humor in the workplace. A Professional Development Grant of \$500.00 was award to Rita Dagys, Director of Development. New Vice Chancellor of Academic Affairs Dr. Karen Schmid was welcomed to campus by Chancellor Dworkin.

## **VI. SUBCOMMITTEE REPORTS**

Compensation & Benefits - Tim Riley reported that the compensation and benefits commiittee is working on a frequently asked questions page.

Professional Development – Dave Tate reported that the group has reviewed the volunteer sign-up for the Hadley speaker. Greeters will hand out cards with information about the fair and a link they may visit to evaluate the speaker. More greeters are needed.

Membership/Staff Relations – Kevin Maurer reported that the committee will need to coordinate with Dave Tate for staffing the booth at the fair.

Executive subcommittee – Lenny Seidel reported that work is continuing on updating the Policies and Procedures.

## **VII. UNIVERSITY COMMITTEES**

Parking and traffic – Cherry Delaney reported that the bus ridership is up.

Staff Appeals Board –Kristie Bishop reported that two appeals were heard. After discussion, one ticket was reduced to a warning, the other ticket was upheld.

OnePurdue User Support Advisory Committee – Bonnie Fox reported that the banner system is going well. The amount of calls has decreased.

## **VIII. UNFINISHED BUSINESS**

Be Your Own Best Champion – Lenny reported that the RSVP for vendors has been extended to 5:00 p.m. on September 12<sup>th</sup>. Currently twenty units have confirmed their attendance. The fair is important and should be open to all staff. The President supports this and asks that all Deans, Department Heads and Supervisors permit their employees to either attend in paid status and/or allow a flexible schedule.

Update Golden Taps/Staff Memorial – Kristie Bishop, and Gary Carter (CSSAC representative) met with John Collier regarding a site. The April deadline is quickly approaching. This memorial would provide a separate remembrance of staff and retirees who have died in the past year. If any one else is interested in participating, please contact Kristie Bishop.

Provost-EVPT in November – Lenny requested this committee to formulate questions/concerns for discussion. These need to be conveyed to the Provost in advance.

## **IX. NEW BUSINESS**

Council for Institutional Cooperation Conference – Lenny reported that there has been little to no involvement with the CIC conference last year. This is a good opportunity for connecting with other Big 10 schools. An ad hoc committee should be formed with first year members to move forward with this. Bonnie Fox, Nick Howell, Michelle Davis and Kathy Heath volunteered to work with Mike Budzik for a teleconference in January.

## **X. NEXT MEETING**

The next meeting of APSAC will be Tuesday, October 14, 2008 in STEW 314 with CSSAC.

Respectfully submitted,  
Lisa McCloud