APSAc Members Present
Malissa Ayala
Stacey Baisden
Katie Brothers
Dean Brusnighan
Deidre Bush
Hope Charters
Mark Evans
Jason FitzSimmons
Wright Frazier
Alex Gulik

Melinda Haines
Abby Hostetler
Bill Fornes
Michelle Hadley
David Huckleberry
Eric Johnson
Alison Lampley
Danielle Latta
Dean Lingley
Greg McClure

John O’Malley
Loran Parker
Brittany Vale
Dan Vukobratovich
Stephanie Winder
Emma Zhang
Suzanne Zurn-Birkhimer

APSAc Members Absent
Adrienne Albrecht
Annie MacDonald

Resource Members Present
Bill Bell, Vice President for Human Resources
Carrie Hanson, Office of VP for Human Resources

Items #1 – Adoption of the Agenda
Chair Brittany Vale called the meeting to order at 1:30 p.m. Vale asked for additions and/or corrections to the agenda; there were none. Michelle Hadley made a motion to adopt today’s agenda; seconded by Hope Charters. Motion carried.

Item #2 – Approval of Minutes
Vale asked for any additions or corrections to the March 2019 meeting minutes; hearing no corrections, the minutes are approved.

Item #3 - Elections
Vice Chair
Stacey Baisden was voted as vice chair for 2018-2019

Emeritus
Katie, Eric, Alison, Brittany

Item #4 – Announcements
• Written reports for all committees are due to Carrie Hanson by noon Thursday prior to the full meeting
• BBQ at Westwood is April 15, deadline to RSVP is today

Item #5 – University Officer
Bill Bell, Vice President for Human Resources
• HCM Stabilization
  o First quarter
    • Project itself will close – around the end of May
- Working around a few isolated issues regarding pay
  - Not a system issue, more about Purdue’s unique pay practices
- Appreciation payment was successfully made
- JFS
  - Review process completed in February and share through Sentinel
  - Pay band assignments being reviewed
    - Will be communicated at time of merit increase
    - Statements will be created and communicated with all pertinent information included JFS level
    - Those below minimum for their pay band, should be brought up to minimum prior to merit – then merit increase will occur
- CHL open house today
  - 1:30 – 7:00
  - Snacks, prizes, facility tour

Q&A
Question regarding change and morale on campus to VP Bell.
- Q. Will see a climate survey end of 2019 early 2020 to obtain feedback
  - Need to know specifics to be able to prioritize
  - Communications are out there, how do we get people to read?
- Q. Hard to find jobs specifically
  - The software is “vanilla”, the plan is to be able to sort and customize
- Q. Regarding Big10
  - Wish we did more of?
    - Ability to understand our workforce
    - Don’t have good demographic reports
    - Trends across units can’t be identified
  - What is Purdue doing well
    - How we are thinking about total employee well-being
    - Being more holistic. Not just focusing on medical standpoint
- Comment: Analytics for newsletter show that about 40% of people actually open the newsletter.
  - Keep putting the information out there, as many times as possible
- Q. Why was it rolled out the way it was?
  - Could have tested a small department first for “live” testing

Item #6 – Items of Interest by Area
- Libraries hired a new Dean Dr. Beth McNeil (Alison)
- Annual Purdue aviation day is this Saturday 11-4 (John)
  - lots of things for families

Item #7 – APSAC Subcommittee Reports
C&B-Alex Gulik
- Benefits combined meeting on April 1
- Candace Shaffer 2020 plan discussion
- Working on APSAC excellence award

MAC – John O’Malley
- Interviewing all applicants for membership
- Chose members today

Mandy Smith asked about how application is sent?
Online through Qualtrics
Email goes to supervisor
Was sent specifically to staff in areas with vacancies

**PD – Michelle Hadley**
- Hadley speaker series
  - VPHR, has a conflict
  - Dr. Mira Havachi
  - Session on overcoming obstacles on your way to success
    - May 7, 11:30-1:00 in PFEN
- Spring grants are being reviewed and ranked

**Executive – Brittany Vale**
- Leadership retreat for members of APSAC
  - Camp Tecumseh, 8-5
-Digitally archiving APSAC records with Libraries

**Item #8 – Regional Reports and University Reports**
- Fort Wayne – See Melinda’s report
  - Do you have more apply than vacancies?
  - Continued to sponsor forums for HR issues
    - People have questions and are saying they didn’t know about certain things
  - Strategic plan
    - Evaluating apps for scholarships; fundraisers will be starting
- Looking to find volunteers for Spring Fling
  - APSAC handing out cups; volunteers receive t shirt
- Staff Appeals Board for Traffic Regulations – Abby
  - Cannot have a backup member
  - Someone who could serve more than one year is appreciated
- Parking & Traffic
  - Hiring an external firm to determine rates
  - Any comments should be directed to Stephanie Winder to present on April 30
- Retirement committee – Mark Evans
  - Document on SharePoint
  - Should start thinking about this replacement on this committee. Suggested someone from comp and benefits
- Mandy Smith talked about proposal to update their policy

**Item #9 – Old Business**
None

**Item #10 – New Business**
None

**Item #11 – Adjournment**
With there being no further business, the meeting adjourned at 2:41 p.m. The next meeting of APSAC will be held on Wednesday, May 8 in STEW 310

Respectfully submitted,
Carrie Hanson