

Regular Monthly Minutes
February 9, 2017
9:00am – 10:30am

Advisory Council:

Ray Acuna-Luna, Chair
Adam Williams, Treas/Sec
Maria de Jesus Dixon
Lauralea Edwards via phone
Sue Gilchrist
Cheryl Hansen
Kate Kamerrer
Pam Loughlin, WSU Everett
Sue Shipman
John Sullivan

Alternates

Toni Broyles
Stephanie Rink, WSU Vancouver

Ex-Officio:

Anita Orton, HRS
Lisa Gehring, HRS

Excused

Brigitta Jozefowski, Vice-Chair
Nikki Hinshaw, WSU Vancouver
Larry Clark, Past Chair
Karen Garrett, NCPS Liason
Larry Hoffman, WSU Spokane
Nella Letizia
Steve Rigby

Alternates

Meeting called to order at 9:00am

Welcome and Introductions

Chair Report

The executive officer's met with the president and an update was provided on the Bellevue partnership which currently is on hold; the university has entered into a partnership with INTO, a company that partners with universities to increase foreign student enrollment. It was suggested that we try to schedule Dr. Asif Chaudhry to come speak to APAC about this program; the College of Medicine received an overwhelming response to the open slots for its incoming Fall 2017 freshman class; a concern was brought forward on the Chinook building parking access and the need to have dual memberships to take recreational classes. The president requested we bring thoughts/ideas/suggestions to him. It was noted that perhaps a \$5 fee per class be added. Please email the chair or the APAC office with additional thoughts or ideas how to help; administration will be sending out communication on a timely basis as new information comes available regarding President Trump's travel ban and any other pertinent news. The Employee Assistance Program (EAP) is undergoing changes and it is anticipated that it will return on a local level once plans are finalized.

APAC and HRS will continue to disseminate the need for supervisors to conduct annual reviews, please remind your supervisor of the need to get them completed.

I gave a status update at the Board of Regents; they appreciate our efforts on campus outreach.

The AP forums are almost done and the last one will be held in Puyallup this Spring. At the conclusion, a preliminary report will be compiled.

Guest Presenter:

Digital Measures – by Dr. Craig Parks

This was an overview on the software update that will be replacing WORQS to track annual productivity for faculty and for some AP staff. The new software is named Activity Insight and the company is called Digital Measures. Many universities currently use this system and it can be customized. For more information please view our meeting. Additional questions can be directed to Dr. Parks.

The meetings can be viewed on <https://experience.wsu.edu/Calendar/Calendar.aspx> and on APAC website.

Approval of Minutes. The minutes for November, December 2016 and January 2017 were approved.

New Business -

Safety Protocol Handout – the university has come up with a draft plan to communicate weather and road conditions to students leaving and returning to campus before and after breaks. Please provide any thoughts or ideas on suggested changes or additions.

Old Business -

Update on Professional Development – Speaker Kevin Parker has been selected and a date and time are being finalized. This event will be held on the Pullman campus with AMS availability. Additional locations for professional development may be added next year.

Open Forum – A concern was raised regarding position vacancies previously classified as administrative professionals are now being advertised as civil service position. It was reported by Lisa Gehring/HRS that job responsibility duties determine position change status and that compliance with state laws.

Tuition waivers for on-line classes is currently being explored. An ad-hoc committee has been developed to review ways to improve and make changes. Please provide thoughts or ideas to the APAC office. Once final, the proposal will be brought forth to administration.

City of Pullman is conducting a survey to gather input on the future direction of the city. A link to the survey will be published in the newsletter.

A concern was raised regarding the parking rate and color category changes were more of a rate increase rather than a re-designation of color-coded lots. It would be beneficial to have transparency in communication when rate changes occur and where the funding is expended. It was noted that the Transportation Department is a self-funding department. Please make sure to fill out the survey to convey ideas, thoughts or questions.

Sub-Committees

- Budget: Adam Williams – Very little changes on the budget. Most expenses come in the Spring semester.
- Events Committee: Brigitta Jozefowski - No report
- Marketing: Stephanie Rink – The newsletter will be coming out soon, please provide any updates to be included
- Training/Professional Development: P. Loughlin: No report
- Strategic Plan Review/Adam Williams: The strategic survey is open through today, please provide your input. The final version will be sent out after compiling information.

Regional Campus Updates

Everett: Pam Loughlin/ A July move-in is anticipated for the new building..

Puyallup: Cindy Armstrong/ No report

Pullman: Several new construction projects are on-going.. Mary Jo Gonzalas, was selected as the new VP of Student Affairs.

Spokane: Brigitta Jozefowski/Larry Hoffman/ - The ESF College of Medicine is progressing and student interviews

Tri-Cities: No report

Vancouver: Nikki Hinshaw & Stephanie Rink/ No report.

Ex-Officio Updates

Commission on the Status of Women: Maria de Jesus Dixon / Lauralea Edwards: The committee is meeting to work on the women's recognition event.

Faculty Senate: No report.

Health & Safety Committee:: A survey will be coming out on state level risk management and safety responses.

Police Advisory Board: Adam Williams: No report

Sustainability & Environment Committee: Steve Rigby / Larry Hoffman: No report

Transportation Committee: John Sullivan: No report

Team WellCoug: Kate Kamerrer. No report

Next meeting is March 9, 2017. Meeting adjourned. 10:30am