*Regular Monthly Minutes*

*January, 14, 2016*

1:30p.m. – 3:00p.m.

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**Advisory Council: Excused**

Larry Clark, Chair Susan Wright, WSU Tri-City

Karen Garrett, Past Chair Nikki Hinshaw, WSU Vancouver

Ray Acuna-Luna, Vice Chair Robert Clark, Secretary/Treas

Cindy Armstrong, WSU Puyallup Larry Hoffman, WSU Spokane

Lauralea Edwards Brigitta Jozefowski, WSU Spokane

Cheryl Hansen

Maria de Jesus Dixon

Kate Kamerrer

Nella Letizia

Pam Loughlin, WSU Everett

TJ Martin

Marti Reese

Steve Rigby

Adam Williams

**Alternates Alternates**

 Sue Shipman, WSU Pullman

Leslie Lightfoot, WSU Pullman Stephanie Rink ,WSU Vancouver

Meg Onstad, WSU Everett

**Ex-Officio:**

Anita Orton, HRS

**Meeting called to order at 1:30pm**

**Welcome and Introductions**

**Approval of Minutes**: December 10, 2015 Approved**.**

**Chair Report:**

Chair L. Clark

* At the December Board of Regents meeting, held in Spokane, APAC activities were reported and members were appreciative of our Toys for Tots drive that we sponsored as well as our other leadership roles.
* While in Spokane, a meet and greet reception for APs was held.
* The 5% Reallocation guidelines are now available on the Provost’s website.
* I will be traveling to Vancouver to attend the Board of Regent’s meeting in January. A reception for constituents at the urbans campuses will be held on the Vancouver, Everett and Puyallup campuses.
* APAC represented a one hour workshop on Transition in the Workplace and it was well attended. A follow up survey will be sent out.

**Guest Presenters:**

Work/Life Balance by Victoria Braun

Highlights and tips were provided in ways to maintain an appropriate balance.

The meeting can be viewed on the Expedience website and on APAC website.

A question and answer session followed.

**New Business**

The AP representative, Lucila Loera was unable to attend this meeting, she will be able to provide an update. The summary report can be viewed on the APAC website. Vice Chair, Ray Acuna Luna provided an overview on the search and restated the objectives:

Eight opportunities and challenges emerged from this process and were published in the “Opportunities and Challenges Profile” document (<https://presidentialsearch.wsu.edu/profile> ).

**Old Business**

Shared Leave for Maternity/Paternity - The Commission on the Status of Women is seeking to have the current policy changed to allow shared leave to be used by parents and APAC endorses their efforts. We will provide more information as received.

**Sub-Committees**

* Budget: Robert Clark – No report
* Events Committee: Brigitta Jozefowski – No report.
* Marketing: Steve Rigby/Stephanie Rink – If anyone has information on the newsletter, please forward to Steve or Stephanie .
* Training/Professional Development: P. Loughlin– A training workshop on Transition was held January 6, 2016. The committee is meeting January 27 to begin work on the mini –grant process.
* AP Handbook Review/ Karen Garrett: No report.
* Strategic Plan Review/Adam Williams: No report.

**Regional Campus Updates**

Everett: Pam Loughlin: This campus is preparing their first Spring commencement of approximately 50 graduates. 25 new students have also enrolled.

Puyallup: No report

Spokane: Larry Hoffman: No report

Tri-Cities: No report.

Vancouver: Nikki Hinshaw – No report.

**Ex-Officio Committee Reports**

Commission on the Status of Women: Their committee would like information on the NWCP conference that is being hosted at WSU in July.

Faculty Senate: No report. No report

Health & Safety Committee: Karen Garrett /Pam Loughlin- An update on stand up desks require maintenance and that normal lifespan for these is 5-10 years. Ice tracks for shoes are available at Central stores, due to increased activity of people going on building rooftops, it will now become a criminal offense if caught, and the university will ban hover boards due to fire/exposition potential. It was also noted that drones are illegal on campus due to the close proximity of the airport.

Police Advisory Board: Robert Clark - No report.

Transportation Committee: Robert Clark – No report

Team WellCoug: No report.

Sustainable & Environment Committee: The Green Fund is focusing to fund housing for owls, bats, bees
Legislative Report / L. Clark no report

**Next Meeting:**  February 11, 2016. Meeting adjourned.