

**Regular Monthly Minutes**  
**April, 14, 2016**  
1:30p.m. – 3:00p.m.

---

**Advisory Council:**

Larry Clark, Chair  
Robert Clark, Secretary/Treas  
Karen Garrett, Past Chair  
Ray Acuna-Luna, Vice Chair  
Cindy Armstrong, WSU Puyallup  
Maria de Jesus Dixon  
Cheryl Hansen  
Nikki Hinshaw, WSU Vancouver  
Larry Hoffman, WSU Spokane  
Kate Kamerrer  
Pam Loughlin, WSU Everett  
Brigitta Jozefowski, WSU Spokane  
Marti Reese  
Steve Rigby  
Adam Williams

**Excused**

Lauralea Edwards  
Nella Letizia  
TJ Martin

**Alternates**

Sue Shipman, WSU Pullman  
Leslie Lightfoot, WSU Pullman (via phone)  
Stephanie Rink, WSU Vancouver  
Meg Onstad, WSU Everett

**Alternates**

**Ex-Officio:**

Anita Orton, HRS

**An Executive Council meeting for the voting members was held prior to the regular monthly meeting wherein new council members and officers were selected. The recommendation letter of new members will be forwarded onto Ex-Officio, Theresa Elliot-Cheslek for final approval. It was moved and seconded to establish an ex-officio liaison position between APAC and the Northwest Coalition of Professional Staff (NCPS) for a two (2) year term, with a two (2) renewable term, of which the renewable term shall be voted on by council members. Motion carried.**

Officers elected for the 2016-2017 year: Chair: Ray Acuna Luna, Vice-Chair: Brigitta Jozefowski, Sec/Treas: Adam Williams. Karen Garrett was recommended for the new liaison Ex-Officio to the NCPS.

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

**Welcome and Introductions**

**Approval of Minutes: March 10, 2016.**

## **Chair Report**

The Executive Officers had the pleasure of meeting President Schulz, who is scheduled to arrive June 13.

The Retreat date has been scheduled for June 16<sup>th</sup> and the new president has been invited to attend if possible. Dr. Schulz may also be speaking at the July NCPS conference that WSU is hosting on July 21-22, 2016.

An acknowledgment of thanks was noted to Dr. Bernardo for stepping in as interim president.

At the Regent's meeting last month, it was announced that the honorary doctoral degree was given to late Dr. Elson Floyd. Also noted the new cultural center was named in his honor. The Tri-Cities campus received approval of funding for a new student union center.

The tobacco initiative for the campus being smoke free will become effective in August. Cessation classes will be offered.

### **Guest Presenter:**

Emotional Intelligence by Victoria Braun

An overview on the ability to being perceptive, read social cues and reacting properly was reviewed.

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

A question and answer session followed each presentation.

### **New Business**

AP Contribution Award: The nomination period is open through April 15. The winner will be announced at the May 12<sup>th</sup> meeting.

Proposed Bylaw Revision to add branch campus representatives to the Executive Council. Discussion: While understanding the intent to be more inclusive of our urban sites, the concern arose regarding this could be over presentation. The proposed amendment of the bylaws was tabled.

Additional discussion focused on ways to attract more interest from other administrative personnel at the urban sites. It was suggested that we do a list serve notifying AP personal that the executive council will be meeting with the President to provide an opportunity to voice concerns/questions.

### **Old Business**

The AP mini grant application process is up on the website and the grant cycle is open through April 30.

### **Sub-Committees**

- Budget: Robert Clark – Expenses have been minimal. The mini grants will be funded from part of our carry forward funds.
- Events Committee: Brigitta Jozefowski – The committee met and selected the AP Contribution. Final preparations are being finished for Staff Appreciation Week for June 6-10.
- Marketing: L.Clark – The newsletter will be coming out soon.
- Training/Professional Development: P. Loughlin: No report
- AP Handbook Review/ Karen Garrett: No report.
- Strategic Plan Review/Adam Williams: No report.

Next meeting is May 12, 2016. Meeting adjourned. 3:30pm