

Regular Monthly Minutes
February 8, 2018
9:00am – 10:30am

Advisory Council:

Brigitta Jozefowski, Chair
Ray Acuna-Luna, Past Chair
Maria de Jesus Dixon, Treas/Sec
Toni Broyles
C. Brandon Chapman
Christopher Cree,/Katrina Aispuro TC
Karla Ealy-Marroquin
Karen Garrett, NCPS Liason
Sue Gilchrist
Nikki Hinshaw, WSU Vancouver
Pam Loughlin, WSU Everett
Stephanie Rink
Casey St.Clair
John Sullivan
Adam Williams

Alternates

Anna McLeod

Excused

Lauralea Edwards Vice Chair
Craig Cole
Cindy Armstrong, WSU Puyallup

Alternates

Naghmana Sherazi
Randi Wasik

Ex-Officio:

Lisa Gehring, HRS
Anita Orton

Meeting called to order at 9:00am

Welcome and Introductions

Guest Presenter:

Dean John Tomkowiak, ESF College of Medicine

An overview of the ESF Medical College was provided noting that in October 2016 the COM received preliminary accreditation. Self-studies identified the strengths/weakness and an action plan to correct deficiencies will need to be completed by February 2019, when the accreditation team schedules the next site visit.

The first class of students all have ties to State of Washington. Data indicates that 19% are first generation students and that women outnumber men by 1%. Recruitment has begun to fill the next 60 slots for the 2018-19 academic year.

A Health Technology Incubator is set up to assist companies that produce products that focus on helping people in underserved areas. This service provides resources to assist companies get to next level as they help provide real world solutions to help students as well as the community.

The meeting can be viewed on <https://experience.wsu.edu/Calendar/Calendar.aspx>

Chair's Report -

Executive Officers met with President Schultz, and I will send an update out later in the week. APAC and other committees, have put together a memo on salary and gender compensation request data that was presented to the president for action, It was noted that the president has asked Vice Provost Kelly Ward to lead this effort.

A special meeting on the Guideline/Bylaws revision was held and additional meeting to complete revision to finish is scheduled on February 13th, council members are urged to attend.

New Business -

New Bylaws Proposal -

Election: AP Employee Data from IRI and HRS shows numbers of APs per location was emailed out to members prior to the meeting. Graph attached to minutes.

Approval of Minutes: January minutes approved.

Open Forum – A concern was raised that perhaps the upcoming Guideline meeting be rescheduled in order to allow Chair, T.Broyles to attend the entire meeting. It was later noted that T.Broyles indicate that she felt she would be able to attend this meeting for the entire time allotted.

Retreat – A date not been set yet. We are checking with the president's office, and that the newly elected chair oversees this event.

Sub-Committees and Regional Campus Updates attached as follows

APAC Committee Reports –February 8, 2018

Budget-

A treasurer report is not available for today's meeting since budget statement reports are sent to APAC on the 8th of each month. For March's meeting I will February's report and for the April meeting, I will have March and April's report prepared.

On January 2, an email was sent to the President's office requesting funds be transferred into APAC's account to meet the rest of this academic year's expenses and to cover the Spring forums & APAC's professional development initiative due to the carryforward frozen directive. When the executive council members met with President Schultz on January 30, he confirmed that he would authorize the transfer.

Marketing -

The MarCom committee would like to propose we scale back the newsletter to every other month to provide a better strategic newsletter and lessen the amount of emails to our members

Professional Development -

The professional development subcommittee continues working on their professional development initiative. To date, 2 presentations have occurred to great number of attendees. We have 5 left, including the seminar on May 17 by Robin Blanchard on Servant Leadership. We are beginning working on the AP Contribution award. Application opens Feb. 19 and will require a nomination statement, 2 letters of support and nominee's Resume/CV.

Salary Compensation -

A joint salary study letter was submitted reflecting the combined effort of APAC, AFW and CSW to formally request the President's support to engage in a compensation analysis for faculty and administrative professionals on January 18. APAC executive members, in their monthly meeting with President Schulz on January 30, were informed that Dr. Kelly Ward has been designated to take lead on moving forward with the request. Kelly was just recently designated with this task and it is our understanding she will reach out to all of the organizations on the letter soon to convene a working group to work on process and outcomes. President Schulz would also like to bring in Faculty Senate on this effort.

Tuition Waiver:

The Tuition Waiver Sub-Committee met with David Cillay in January to discuss the possibility of opening up online courses to faculty and staff tuition waiver participants. WSU will be establishing a scholarship available to faculty and staff tuition waiver students that will be used only for online courses. No additional details are available at this time.

Campus Updates

Everett

Dr. Ciera Graham, Associate Director of Student Services, has organized the following events for our students February/March:

College Suit Up event partnering with JCPenney is Feb. 25 with 40% discount on all professional wear/free makeovers by Sephora/hair tips

Career Week—Feb. 25-Mar. 2

Veteran Student Living stipend is based on Everett location (was \$1395, now \$1941/month)

Textbook lending library and food pantry are available for students

Spokane

The annual Employee Excellence Awards and Milestone Awards Event was on January 31st and very well attended

Civil Service Staff Excellence Award: Luke Klein with Facilities and Grounds

Department/Group/Committee Excellence Award: The Enrollment and Financial Services Team in Student Affairs. The members of this team include Liz West, Kathie Chi, Leah Butterwick, Jenny Westermann, Chrissy Middendorp, Jason Trosine, Kim Mickey, Becki Meehan, Kristie Brink, Pat McQuitty, Jennifer Harris and Natalie Grosser.

Administrative Professional Employee Excellence Award: Anna Brown, Speech and Hearing Sciences, College of Medicine

A People and Pets Clinic was offered on January 26th and was very successful. <https://nursing.wsu.edu/2018/01/29/hundreds-of-people-and-pets-served-by-new-wsu-clinic/>

WSU Spokane received a \$300,000 U.S. Department of Justice grant for victim services <https://news.wsu.edu/2017/10/20/doj-grant-wsu-spokane/>

WSU Elson S Floyd College of Medicine is hosting its first health care Hackathon April 13-15 <https://news.wsu.edu/2018/01/31/health-care-hackathon>

The U District pedestrian Bridgeway request for names deadline was this week. <http://www.krem.com/news/local/spokane-county/city-not-considering-bridgey-mcbridgeface-as-name-for-u-district-pedestrian-bridge/512638625>

It was noted that Northwest Coalition of Professional Staff (NCPS) is July 18-20 at the University of Idaho. Registration link is on the APAC website.

CSW: Women's Leadership conference is scheduled for April 23rd banquet to be held at best western in Moscow.

Next meeting is March 8, 2018. Meeting adjourned. 10:30am