

Academic Professionals Advisory Committee
Minutes
May 14, 2009

Meeting Attendees:

APAC Members: Jacqueline Berger, Kimberly Clark, Michael Crehan, Jill Davis, Karen Ein, Rob Moranetz, Jennifer Rowan, Booker Suggs, Judith Cohen, Virginia Buglio, Michael Moss, Sophia Magill

I. Call to Order: The meeting was called to order by Rob Moranetz at 12:36pm.

II. Minutes: Discussion for who was responsible for taking minutes for the current meeting ensued before Mike Crehan was volunteered. Minutes for previous meeting were reviewed. Jill Davis and Judith Cohen had corrections. Motion for corrected minutes was made by Booker Suggs, Seconded by Jen Rowan, and passed by a voice vote.

III. Chancellor's Office: There is a Board of Trustees' meeting on Thursday, May 21, in Student Center West.

IV. Financial Report: Rob Moranetz went over financial report with updated adjustments. There is approximately \$200 in the food budget and \$400 in other remaining funds. Discussion ensued regarding the division of budget between food and programming as well as the budget request for next year.

V. Standing and Ad-Hoc Committee Reports

A. Communication: The new writer for the newsletter will be doing profiles of members; a suggestion was made to include a policy/legislation section to the newsletter.

B. CAPE: The Chancellor's Office approved letters and content; discussion ensued regarding distribution method of material including the role of Massmail and the possibility of including CAPE materials as part of a combination Massmail

C. Building Community and Education:

1. Bike to Work Week: Jill Davis talked about Bike to Work week including the content and structure of the events for the week with the initial "Cycle into Spring" event taking place on Tuesday, May 19th from 12:00pm-1:30pm in Room 613 of Student Center East; members were warned to not take the fruit at this event.

2. SURS/Lee Bridges Event Follow-Up: Cathy Foley DiVittorio and Marietta Giovannelli have info regarding attendance numbers; Booker Suggs mentioned that the logistics discussion at the previous meeting was beneficial as it helped to improve the event; the idea of switching venues was discussed as it seems to have

outgrown the Chicago Rooms; it was also mentioned that no one was turned away at the event.

3. Miscellaneous: Discussion regarding hosting a June event was considered including an Ice Cream Social and the logistics of that type of event; other ideas for how to spend the remaining budget was also discussed; Sophia Magill motioned for having a networking event in June, Karn Ein Seconded and the motion passed via a voice vote;

D. Survey Committee: The committee is looking to get the survey out in July; there are specific jobs that need volunteers: Jacquie Berger and Jen Rowan volunteered to re-do the edits; Rob Moranetz and Sophia Magill volunteered to look at the first screen and last screen and potentially re-write it; Jacquie Berger volunteered to draft the email invite; the question of whether we want the Chancellor or Provost to also send an email encouraging participation was discussed—Rob Moranetz will ask Donna Knutson from the Chancellor’s Office regarding the matter.

E. Election Committee: Elections are done (collective “Yay!”); only a few individuals had issues with the online voting; the number of votes seemed to increase significantly; it was determined that online voting had improved benefits.

F. By-Laws Committee: No report

VI. Additional Reports

A. AP Senators/AP Senate Members: Elections occurred and there is a new Senate Chair; Jacquie won a seat on the Support Services Committee; Jill Davis lost her seat on the Student Affairs Committee; Bill Bike ran for the Public Relations Committee

B. UPPAC Representatives: No UPPAC reps were present.

C. HR Representative: No HR Rep was present; discussion about lack of participation and possible new reps occurred.

D. AP-HR Task Force Representative: The Task Force is inactive but still there; a new mentoring guide is available online.

E. Trustees Meeting: There is a meeting next month; the BOT was not pleased with the logistics of the Springfield meeting.

F. Search Committee: The Search Committee interviews for the new Vice Chancellor of Research are done and recommendations have been given to the Chancellor with two day interviews planned for sometime in June; the new person is wanted to start in the Fall semester.

VII. Old Business

A. Giveaways: Rob Moranetz and Jacquie Berger put together sample options of giveaways and discussion regarding the best choice ensued; pens were settled on as a giveaway; Rob Moranetz was given permission to spend remaining money on other items as budget allows for; Booker Suggs has the APAC tablecloth in his office so there is no need to purchase a new table cloth.

B. Mentoring: Jacquie Berger gave an update regarding the Mentoring Program; the program will be housed under Access and Equity which will also supply a website space and a partial Graduate Assistantship position; the committee decided on doing a pilot program of 50 Academic Professionals; the committee is working on the documents for the program over the summer and are kicking it off in the Fall Semester.

VIII. New Business

A. SURS: A question was raised about endorsing of SURS candidates by APAC was raised and not agreed on; it was agreed to encourage people to vote in the SURS election.

B. Rooms: Rooms for next year's meetings need to be obtained

IX. Adjournment: Jacquie Berger moved to adjourn at 1:59pm.