**ACADEMIC PROFESSIONAL ADVISORY COMMITTEE**

Agenda

October 13, 2016

9:00 AM – 10:30 AM

BRK 204D

1. Call to Order
	1. Gina Massie called the meeting to order at 9:12am.
	2. Members present include: Ashley Edge, Gina Massie, Sophia Gelhausen-Anderson, James Burgdorf, Mae Noll, and Brian Moore, James Burgdorf
	3. Guests include: Clay Bellot, James
	4. Approved absences: Maureen Hoover, Donna Haynes
	5. Absent: Ryan Croke
2. Approval of Agenda
	1. Motion to approve made by Matt Panich
	2. The motion was seconded by James Burgdorf
	3. Motion approved
3. Approval of Minutes
	1. Name change in committee vacancies
	2. After changes motion to approve made by Sophia
	3. The motion was seconded by Matt
	4. Motion approved
4. Treasurer’s Report
	1. No report
5. New Business
	1. Summary of Meeting with Chancellor
		1. Matt and Gina provided a summary of the meeting with the Chancellor
	2. Committee Vacancies
		1. This is actually old business- had been discussed and confirmed during the meeting in September
	3. Donation for Civil Service Appreciation Day
		1. It was discussed that James would collect the money from donations and it would be put towards gift cards- similar to last year
	4. Holiday Get Together
		1. It was discussed that we would not have a holiday get together on campus since there is “no money” in our fund
		2. Maybe host a “Canvas and Cocktails” as an off campus holiday get-together
	5. Staff Scholarship Committee
		1. Ashley Edge discussed this item. Would speak with Maureen and ask for an email to be sent out to AP’s for anyone interested in serving on this committee
6. Old Business
	1. Bylaw review committee update
		1. James Burgdorf discussed edits suggested from the group working on the Bylaws- James, Maureen, Ashley, and Donna
	2. Canvas and Cocktails
		1. Discussed in New Business
	3. Rising Star Proposal
		1. Matt discussed this at length
	4. Other
		1. Discussed ideas for more brown bag ideas similar to “Cultural Competencies” brown bags last academic year
7. Committee Updates
	1. CSAC
		1. Ashley provided updates by attending meeting
	2. Other
		1. Campus Senate- Gina attended and provided a brief summary of the previous meeting
8. Public Comments/ Announcements
	1. The upcoming Campus Senate Meeting has been cancelled
	2. October is Security Awareness Month
9. Adjournment
	1. Motion to adjourn by James Burgdof
	2. The motion was seconded by Sophia
	3. Meeting adjourned at 10:27am.

Next meeting November 10, 2016 - 9:00 a.m. Brookens 204D