**ACADEMIC PROFESSIONAL ADVISORY COMMITTEE**

Agenda

September 10, 2015

9:00 AM. BRK 204D

1. Call to Order
   1. Meeting called to order by James Burgdorf at 9:03am
   2. Members present: James Burgdorf, Matt Panich, John Snyder, Raymond Barnett, Ashley Edge, Ashley Kirzinger, Gina Massie, Brian Moore (CSAC), Maureen Hoover; excused absence: Kim Gonzolez-Beeson
   3. Guests: Patti Sims
2. Approval of Agenda
   1. Motion to approve by Raymond Barnett
   2. Seconded by Maureen Hoover
   3. Motion approved
3. Approval of Minutes
   1. Motion to approve by Ashley Kirzinger
   2. Seconded by Gina Massie
   3. Motion Approved
4. Treasurer’s Report
   1. Nothing to report
5. New Business
   1. APAC Representatives on campus committees
      1. Review roster- James B. reviewed the list and it was discussed
      2. Updates for website- Matt provided information on the updated sections of the website and discussed the areas he would update after the meeting
      3. Advertising opening- James B. was going to review the roster and see where there were openings and send out a notification to all AP’s.
   2. CSAC October 29th CS Appreciation token/gift card- Gina was going to begin a collection; from personal funds of AP’s in order to purchase a small gift to be given to a raffle winner on CS Appreciation Day
6. Old Business
   1. AP Survey Subcommittee Report Out
      1. Communication efforts- Ashley E. provided a report for this; APAC would help with promotion of different activities, events on campus
      2. Non-monetary benefits- Gina reported on this; add link from Magellan to APAC website (Matt will do), add link to tuition information for AP’s to website (Matt will do)
      3. Networking- welcome event for new employees went well. A further discussion will take place as to the next event or activity that can be held
      4. Professional Development- Ashley K. reported; discussed cultural competencies; open lab on how to apply for AP PD funds
      5. Campus/Community involvement- nothing to report from a committee member- it was discussed that someone should be in contact with Mark Dochterman
   2. New employee orientation – Maureen reported out
   3. APAC website updates/edits- these were discussed; what had been updated, what still needed to be updated
   4. APAC / CSAC meet-n-greet – James reported out; will be in contract again with Bobbi now that we are past the 10th day of the semester
   5. 2015-2016 APAC Calendar
      1. Chancellor meeting(s)- October 5
      2. Provost meeting(s)- in progress of setting up
      3. Campus wide meeting(s)- March 9, 2016
      4. 2016 Election- No news
   6. Staff Scholarship participation ideas
      1. Bags Tournament
      2. Brian will take it to CSAC and ask how we as AP’s can be helpful
   7. APAC represented at Campus wide candidate interviews- James B. will stay as up to date as possible and send these as separate emails in addition to campus announcements
7. Committee Updates
   1. Campus Senate (Raymond)- reported; notes posted to APAC website
   2. CSAC  (Brian Moore)- discussed CSAC exec board meeting with the chancellor agenda
      1. Multiple members of CSAC going to an October 16 meeting in Bloomington for all CS employees in Illinois
   3. Other committees
8. Public Comments/ Announcements
   1. Patti Sims is leaving; Natalie Taylor will be her replacement
   2. Notice of Appointments will be our on September 12th
9. Adjournment
   1. 10:48am
   2. Motion by Gina
   3. Seconded by Maureen

Next meeting October 8, 2015 - 9:00 a.m. Brookens 204D