

APSAC meeting minutes for February 22, 2006

Present: Barbara Austin, Gary Demski, Liz Depew, Mark Hannon

We reviewed the budget request. We decided to keep it as is and justify the request for professional development with our goals for the year. Gary will revise it and bring it to the 11 a.m. meeting with the Chancellor.

Gary reported that the website has been updated with the exceptions of the grant applications. The plaque in Swarz has also been updated.

We reviewed the task calendar.

Barb reported on a OnePurdue Change Management program that will be held on March 2<sup>nd</sup> in West Lafayette. The program will be available on the West Lafayette website for all to view.

We discussed the spring luncheon which will be held on April 20<sup>th</sup>. It was decided to keep it as a lunch. Liz presented some menu options. We chose a pasta buffet. In order to keep costs down, we will provide dessert. We discussed possible speaker options for the lunch. It was also decided that some type of ticket should be issued to make sure all the lunches are paid for.

It was decided that we would have a bagel sale on March 22<sup>nd</sup>. Liz will investigate the possibility of having the bagels donated. Barb will check with Rita regarding supplies.

The group picture will be taken at a later date so Rita can be included.

The meeting was adjourned at 10 a.m.

The next meeting will be March 15<sup>th</sup> at 9 a.m. in LSF 60.