

## APSAC MONTHLY MEETING

June 13, 2008; Room SWRZ 35; 2:00 – 3:00

Members Present: Liz Depew, Todd Laux, Leigh Fuller

Members Absent: D. Carol Kurmis, Janice Whisler

The meeting was changed from LSF 060 to SWRZ 35, STE Conference area.

### Old Business:

- Individual photo for website – everyone needs to schedule individual pictures with Karen Prescott to be done by July 10.
- Dependent Grant announcement will be Monday, June 16, 2008 with an application deadline of July 7, 2008. Liz proposed increasing the award from \$150.00 to \$250.00. Todd and Leigh approved.
- Professional Development Grant has an account balance of \$5,711.00. It was discussed and proposed to offer two grants a year at \$500.00 each to enable more opportunities for AP professional development. It was approved that there will be one \$500.00 Professional Development Grant offered in the Fall with two Professional Development Grants to be offered each year in the future. Liz will change the wording of the application to reflect the change.
- The announcement for the Professional Development Workshop will be made mid-July. This will give Liz time to get necessary contracts signed.
- The speakers fee for the Professional Development Workshop is \$3,100.00. Todd and Leigh have met and are in planning stages for the luncheon. The theme will be **Getting to know APSAC through Discovery, Learning and Engagement**. Todd is exploring catering options, trying to keep the cost to under \$10.00/person
- Leigh attended and reported on the APSAC West Lafayette meeting Wednesday, June 11, 2008. Confidentiality and Attendance were stressed at the event.

### New Business

- Account balances are as follows:  
Dependent Scholarship \$98.24  
Professional Development Grant \$5,711.00  
Fundraising \$570.36  
S&E \$13.91
- Human Resources is looking for ideas on what to tell new employees when they are hired. Examples are: explaining APSAC, how to use the phone system, explain the parking policy, and tuition fee remission.
- Liz proposed having a Treasurer for APSAC for better bookkeeping. Motion was approved.

Next meeting is scheduled for July 10 at 2:00pm in SWRZ 214