**A&P Council Meeting**

**October 2, 2018**

Members: Christopher Maxwell, Nancy Easton, Devlin Hyna, John Cahill, Jessie Miller, Jessica Mueller,   
 Rae Joyce Baguilat

Guest: Dr. Daniel Lopez

1. Call to Order 12:10pm by Devlin Hyna; September minutes approved
2. Chair’s Report:  
   Chair Devlin Hyna deferred much of Chair’s report to committee reports. He remarked that Budget Task Force is going with two recommendations: to start planning cycle earlier in year; and 2020 Budget allocation to start with $0 base instead of incremental. Also looking at both academic and non-academic depts on an individual basis for diverse criteria to inform budget process.
3. Committee Reports:  
   A. Board of Trustees: Jessica Mueller attended last meeting at CCICS. Action items included proposed 4.8% increase over FY19 with 2.5% salary increase for staff; capital improvements for new education bldg., science bldg., performing arts, LWH, library, also CCICS; many infrastructure improvements; tenure approval for Dr. Gibson; approved Dr. Sherry Eagle as state Univ merit board rep; Ann McNabb as Univ treasurer; 2.0% increase for Teamsters over 4 years; co-generation plant repairs after fire; 13 new faculty introduced; 99.7 income used Q4 to actual (FY18); 18 non-compliance findings for Univ; enrollment down, housing at 50% occupancy, no Phase II considered for now; see full report on Website for more details  
   B. UPBC: RJB attended first meeting Sept 14. Committee drafted calendar for budget proposals FY21; requested more feedback from prior budgets (ie. Items proposed from past years and reasons for not being funded, if any available) in order to enhance planning for current budget under consideration; acknowledged that many new initiatives currently not being funded due to low enrollment but helpful to gain info as to why not funded.

C. UAC: Kyle Burke returning as chair; Jeremy Babcock other rep. No update this meeting.

1. Old Business:   
   A. A&P to Civil Service reclassifications: HR recommended staff refer all questions to HR. First positions to be reclassified are “Assistant to VP” positions. Next, Finance & Admin division. SUCSS will post revised exemption procedures within next few days.  
   B. ASP vs A&P: ASPs are negotiated through UPI, have different concerns from A&P; therefore we should remove from A&P communications. DH recommended we update A&P constituency list to remove ASPs. Also provide info to new ASPs letting them know to reach out to UPI for assistance both during and after their A&P probationary period.  
   C. BYOga: need coordinator for BYOga.

D. Bulletin Board: CM still working on this.

1. New Business:   
   A. Filling vacancy on the council: Jessica Mueller leaving university and A&P council. Need to hold special election. Please nominate people. Devlin to send out an announcement re: elections and nominations.

B. Incoming chair for next year: TBD following special election.

C. RJB suggested requesting updates from HR regarding arrival/departure of A&P staff to help them onboard and reaching out to staff upon exit to thank for service, gain feedback. Discussed finding ways to obtain this info from the monthly A&P list we already receive.

1. Announcements  
   Finance Committee (BOT) will meet Thurs, 10/13; DH to attend. Broader discussion of making sure A&P Council is represented in key university meetings so we can be apprised of important information.

1. Adjourned at 1:15 pm; Next meeting November 7, 2018 @ 12:00pm