



Administrative Professional Executive Committee Meeting Minutes

11/17/2022

Attended: [Haaven Carlson](#), LeeAnn Case, Kathleen Brown,
Andrea Williams

Absent: Kerry Thompson, Lori Baird

Call to order:

Approval of Meeting Minutes

Motion to approve 9/19/2022 minutes Andrea Williams

Second the minutes LeeAnn Case

Vote to approve no Abstentions

1. Open Campus Communication (News and Events)

- Have Lacy Karpilo come to next meeting to talk about Moonshot in December meeting. (How can we help support?) (Andrea reach out to Lacy)
- Survey to be more intentional in our support. (Send out by Haaven)
 - What support would you like to see from your APEC committee?
 - How best can we communicate with all AP employees from the committee?
 - How best can we represent your needs? What specific ideas would you want us to focus on this year?

2. Administrative Professional Website

- Focus on upgrading and adding bios Add one anniversary and one rookie once a term for the website. Create questions and bring back APEC (Kathleen) Start in the New year.
- Make sure that Jeff is bringing us the information for Cabinet + (LeeAnn will talk to Jeff)

3. November Anniversaries

- a. **Jeff Carman 15 Years** (LeeAnn and Lori will work on new verbiage for personal information from APEC)

4. New AP Employees

- a. **Janet Camp**
- b. **Ashley Masterson Armichardy**

- c. Malia Mills
 - d. [Bennie Moses-Mesubed](#)
 - e. Cassandra Sanchez
5. AP Employees resigning
- a. Holly Chason
 - b. Andrew Woody
 - c. Kristian Thornton
 - d. [Jason Thedsombandith](#)
6. Open Shared Governance
- a. University Council position
7. Open Position
- a. Native American, Indigenous and Rural Programs Coordinator
 - b. Head Women's Lacrosse Coach
 - c. Assistant Registrar
 - d. Assistant Athletic Trainer
 - e. Director of Financial Aid
 - f. Area Coordinator
 - g. Irrigon Early College Regional Specialist
 - h. Assistant Director of Athletics for Marketing and Communications
 - i. Admissions Counselor
 - j. Dean, College of Business
 - k. Retention Coordinator
 - l. Financial Aid Counselor
 - m. P-12 Educational Program Manager
 - n. Student Financial Services Manager
 - o. EOU President
8. [Campus Closure/Holiday](#)
9. [Employee Recognition](#)
10. For The Good Of The Order: None

Next APEC Meeting: December 16, 2022 Meeting 10:00-11:30