Item #1 – Meeting Call to Order and Adoption of Agenda
The meeting was called to order at 1:35 by APSAC chair Joy May. A call for additions or changes to the agenda was made. Hearing no additions or changes; a motion to adopt the agenda was made by Johnathan Grant, seconded by Caren Hanley. Agenda adopted as presented.

Item #2 – Approval of February 2016 Minutes
CSSAC Chair Pat Carducci asked for corrections to the CSSAC February 2016 minutes. Hearing no changes, the minutes were approved.

Vice chair Guffey asked for corrections to the APSAC February 2016 minutes. Hearing no changes, the minutes were approved.

Item #3 – Announcements
University Recess
President Daniels has announced that the University will be closed December 27-29 this year.

Item #4 – University Officers’ Updates
Dr. Gina DelSanto, Chief of Staff
1. Purdue submitted two petitions to the Higher Learning Commission; approved unification of Purdue North Central and Purdue Calumet.
2. Purdue Polytechnic Institute
   a. Approved new degree for trans-disciplinary studies
      i. Competency-based
   ii. Only 4 programs like this in the country currently
3. Food Services/Dining Services Survey & Study
   a. Strongly encourage your colleagues to participate
4. Morgan Burke, Director of Intercollegiate Athletics announced his intention to retire in 2017
   a. Mike Berghoff, Board of Trustees chair, will lead the search committee
      i. Members of this search committee have not yet been identified
5. President’s Keynote at the 2016 USDA Agriculture Outlook Forum
   a. Purdue is working on responsible development of genetically modified food
      i. Has received positive feedback
Mr. Trent Klingeroman, Vice President for Human Resources
1. Healthy Boiler
   a. Looking at all onsite health care services and will bring an update in April
   b. Presentation to the BOT February of 2016 led to an extension to the current contract with the Center for Healthy Living
      i. To offer expanded service hours
      ii. To offer more appointment times
2. PTO
   a. The study of PTO will not be looked at again through the current fiscal year
   b. When the committee reconvenes, they will only review A/P staff sick time
   c. May reconvene in fiscal year 2017
3. Confidentiality (generally speaking)
   a. Most personnel records are treated as confidential, but there are no State or Federal laws
      the make them private
   b. There is certain information we do not have to release
   c. Human Resources and the Office of Institutional Equity are responsible for investigations at
      the University. (obligated to report certain information)
   d. Will have Steve Schultz, Legal Counsel; and John Cox, Chief of Police attend a future
      meeting to discuss more in-depth
4. Benefits Ambassadors
   a. Will be launching program this spring
   b. Information going out to E-list this week; supervisor communication planned next week
   c. Will have staff from all areas on campus serve on

Item #5 – Common Interest Activity
APSAC chair May and CSSAC Chair Carducci instructed all members to divide into the following groups
based on the subcommittee they currently served:
   1. Professional Development
   2. Compensation & Benefits, Discounts and PEAP
   3. Communication
They charged the members to brainstorm to find common areas of focus, select 1 or 2 of those items to
work on, and begin solution and idea phase. Finally, each group was to organize their next steps. Each
group provided a brief report-out and will report on an ongoing basis throughout the upcoming year.

Communication:
   1. When staff moves to a new department/building on campus there currently is not a one-stop shop
to get your information updated everywhere.
      a. One suggestion was that it could be included in open enrollment and verified each year.
   2. How can we best communicate with Purdue staff who have limited or no computer access at
      work?

Professional Development
   1. Grants – both groups feel that more money is needed.
      a. The chair and vice chair of each professional development subcommittee will work with
         Trent to create a proposal for more grant funding.
   2. Career Development
      a. Programs have been introduced, but there’s no follow-up
      b. Establish advisory board with Organizational Effectiveness

Compensation & Benefits, Discounts, PEAP
   1. Discounts
      a. Create a survey to see what staff want in regards to discounts in dining

3:30 p.m. Item #6 – Call for Adjournment
The next regular meeting of the CSSAC will be held on April 12, 2016 in STEW 204
The next regular meeting of the APSAC will be held on April 13, 2016 in STEW 311