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February 2007

## **APSAAC Committee Meeting Discussion Topics and Announcements**

### **Identity Theft Awareness and Prevention**

Please join APSAC on Tuesday, March 6, 2007, from 10:00-11:30 a.m. in Stewart Center 206 for a presentation by Purdue's very own Scott Ksander about how to protect your identity from being stolen. Identity theft is one of the fastest growing crimes in the nation. With the ever increasing number of services and conveniences that the Internet has to offer, the potential for identity theft and other threats to our privacy increases. This session will discuss identity theft in both the physical and virtual worlds, ways individuals can help to protect their own identities, and best practices to follow if you believe you have been the victim of identity theft.

Presenter: Scott Ksander is currently the Interim Executive Director of IT Networks & Telecommunication, Acting Chief Information Security Officer, and an Assistant Professor in the Purdue University College of Technology.

### **It's Membership Time**

Each year 1/3 of the APSAC representatives complete their 3-year terms. Currently, we are accepting applications until February 26, 2007, from A/P staff in the following areas as these terms come to a close on May 31, 2007:

- College of Agriculture, including Cooperative Extension Services (1)
- Vice President for Information Technology (1)
- Vice President for Housing and Food Services (1)
- School of Veterinary Medicine (1)
- Vice President for Physical Facilities (1)
- Vice President for Business Services, Internal Audit, Executive Vice President & Treasurer (1)
- Intercollegiate Athletics, Senior Vice President for Advancement, Dean of the Graduate School, Vice President for Human Relations, Vice President for Research, Vice President for Governmental Relations (1)

If you have an interest in APSAC, please contact your [APSAAC representative](#) to learn more about the responsibilities of the position and when your current representative's term expires. We encourage you to become involved as an applicant this year or during the next 2 years as appropriate. To apply for a term expiring this year (see list above), [download the membership application](#). For further information, contact Maureen Huffer—Chair/APSAAC Membership/Staff Relations at (765) 494-7445 or mhuffer@purdue.edu.

### **APSAAC Individual Professional Development Grants**

The spring 2007 Individual Professional Development Grant (IPDG) application process is currently underway. The grants are made available to A/P staff to provide financial support for professional development. In the past, these grants have helped A/P continue their education through conferences, seminars, workshops, classes, books, etc. For more information, including grant requirements, please see the [APSAAC grant information page](#) for complete details and to download the application form.

Feel free to contact Rebecca Richardson([rar@purdue.edu](mailto:rar@purdue.edu)), chair of the IPDG Subcommittee, or your APSAC representative, with any questions or concerns about the grant.

### **University Senate**

APSAC's Dan Leaird has been selected to represent both APSAC and CSSAC in a new non-voting Advisor to the senate position. This non-voting advisory seat represents both APSAC and CSSAC and the two will share the seat by alternating which council is represented.

### **Health Insurance Premiums**

HRS has received our request for adding tiers to our medical plan premiums and it will be forwarded to the Health Plan Advisory Committee. Because of the delay in implementing OnePurdue, HRS will not be able to introduce changes to our benefits for 2008 that would be offered in the fall, 2007 enrollment. The review of premium tiers will be considered for the 2009 plan year.

### **TIAA-CREF**

Purdue has been working with TIAA on a number of service issues that participants have faced recently. TIAA has moved to a new platform for handling all their transactions and data and this has created some difficulties for individuals. Problems have occurred with transfers of money, withdrawals, and getting forms/information. Jim Almond has been involved in discussions with key administrators at TIAA wanting assurance that TIAA is working quickly to resolve these sorts of problems. Anyone with difficulties with TIAA should contact Teresa Wesner in Staff Benefits.

### **OnePurdue**

When Purdue goes live with the new payroll system we anticipate not printing direct deposit notices as we will have employee self service available with payroll information. Purdue is working to ensure that computers will be available for employees who do not normally use a computer as a part of their duties. Plans are also being pursued to implement pay cards in lieu of paychecks for those who do not have direct deposit of pay.

HRS, the Provost's Office and the OnePurdue team have been working together to provide communications related to the academic year payroll schedules as impacted by the change in the OnePurdue HR implementation date to July 1, 2007. HRS has offered to go out to areas and meet with groups of impacted personnel if they would like to have further explanations/communications.

### **Question of the Month**

#### **Can staff and students receive travel money before travel takes place?**

Purdue will be implementing p-cards for frequent travelers effective with the implementation of the SAP Travel module. This will assist faculty and administrative staff who travel frequently by enabling them to charge many travel related expenses to a University credit card. The University will pay the credit card directly instead of reimbursing the employee for out of pocket costs. However, some expenses will continue to be reimbursed to the staff member, such as per diem costs for meal expenses.

We do not anticipate that students will be eligible for a travel p-card. There is a travel advance program through the Purdue Research Foundation that may be used to obtain cash in advance of the travel. This program is in effect today and departmental business offices can assist with the advance.

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If you have any questions, comments or concerns please do not hesitate to contact your [APSAC representatives](#).