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1. EXECUTIVE SUMMARY – SUBMITTED BY STACEY BAISDEN, MAPSAC CHAIR 2020-2021

A. Purpose

Since 1988, MaPSAC has been a partner of the administration to improve Purdue University with respect to staff well-being.

According to Policy V.B.2 taken from www.purdue.edu/policies/governance/vb2.html

*It is Purdue University's policy to solicit and carefully consider suggestions and advice from Management and Professional staffs (M/P) when forming University policies and procedures and in other matters relating to the terms and conditions of staff employment. To this end, the Management and Professional Staff Advisory Committee (MaPSAC) serves as a representative committee of M/P staff.*

Subject matter for discussion and action by MaPSAC may originate by any of the following methods:

1. By the University administration via any of its officers or unit heads or by chairpersons of duly appointed University committees;
2. By any individual staff member via a member of the committee; or
3. By placing a written and signed statement of the matter on file with the committee.

MaPSAC acts as a sounding board to give feedback on administrators’ proposals. MaPSAC considers matters from staff and provides recommendations to the administration. MaPSAC facilitates communication between staff and senior administrators.

B. Official Reporting Period

The official reporting period is from January 1, 2020 from December 31, 2020. However, additional highlights from January 1, 2021 - May 31, 2021 have been included.

From January 1, 2020 to May 31, 2020:
The MaPSAC Chair was Danny Vukobratovich and the Vice Chair was Stacey Baisden.

From June 1, 2020, to June 1, 2021:
The MaPSAC Chair was Stacey Baisden and the Vice Chair was Cameron Ward.

C. Major Topics

Protect Purdue Charge
Remote working, de-densification on campus
University Senate campus-wide surveys/town hall meetings
D. **Goals for the 2020-2021 Year**

1. Further develop and enhance communication, collaboration and partnerships with university administration and leadership bodies
2. Collaborate with senior leadership in the transition to remote working, de-densification on campus
3. Ensure Management and Professional staff have a chance and outlet to provide feedback regarding major changes happening within Purdue University

E. **Other Notable Accomplishments**

The MaPSAC Chair and Vice Chair began attending Protect Purdue meetings with Provost Akridge and other leaders across campus weekly in Summer 2020. The other leaders within the Protect Purdue meetings were the Chair and Vice Chair of CSSAC, the Chair and Vice Chair of the University Senate, the President and Vice President of the Purdue Student Government Association, and the President of the Graduate Student Government Association. Within the Spring 2021 semester, the leaders decided collectively to meet every other week. These meeting are specifically Protect Purdue meetings where thoughts and insight were shared to senior administration. During these meetings, the Chair and Vice Chair worked with senior administration to provide feedback from Management and Professional staff at Purdue University.

Through the Protect Purdue meetings MaPSAC helped University Senate create campus-wide surveys to gauge the remote working transition. Through the surveys MaPSAC helped contribute to town hall meetings and advise senior administration on the challenges that Management and Professional staff were facing.

F. **Looking Forward**

Two enterprise environmental factors are highly influential in a large university like Purdue.

1) Fostering an inclusive environment that eschews “us versus them” thinking.
2) Encouraging clear and frank communication so that opportunities are not lost to fear of speaking up.

Increased transparency and engagement between administrators, staff, and faculty tends to create benefits in both the short and long term. MaPSAC facilitates this communication and strives to help foster a culture and community of communication and cooperation in good faith.
2. ANNUAL REPORT

A. Full Committee Report - Submitted by Stacey Baisden, MaPSAC Chair 2020-2021

Since 1988, MaPSAC has been a partner of the administration to improve Purdue University with respect to staff well-being.

According to Policy V.B.2 taken from www.purdue.edu/policies/governance/vb2.html

*It is Purdue University's policy to solicit and carefully consider suggestions and advice from Management and Professional staffs (M/P) when forming University policies and procedures and in other matters relating to the terms and conditions of staff employment. To this end, the Management and Professional Staff Advisory Committee (MaPSAC) serves as a representative committee of M/P staff.*

Subject matter for discussion and action by MaPSAC may originate by any of the following methods:

4. By the University administration via any of its officers or unit heads or by chairpersons of duly appointed University committees;
5. By any individual staff member via a member of the committee; or
6. By placing a written and signed statement of the matter on file with the committee.

MaPSAC’s discussions, resolutions, and communications benefit staff and the mission of the University. By combining our brainpower and sharing our experiences across this diverse group from throughout the West Lafayette campus and the entire Purdue system, we see patterns and devise creative solutions that a lone office could never realize.

Not only does MaPSAC constitute a representative group of Management and Professional staff available to give feedback on proposals, but members also reach out to their areas to share information and begin to effect change. We have nearly 5,000 Management and Professional staff at Purdue, MaPSAC comprises of 25-30 voting members: 21 selected from across 11 groups that span all areas of the West Lafayette campus, one from each regional campus site, and up to five members-at-large.

As an advisory committee, MaPSAC meets monthly to discuss and make recommendations on issues that are important to Management and Professional staff. Much of the committee’s work is completed through our subcommittees of Compensation and Benefits, Membership and Communications, and Professional Development.

During our 2020-2021 year, MaPSAC served on 27 University committees, task forces, and focus groups. Reports from MaPSAC subcommittees and from University committees can be found below this Full Committee Report.
The official reporting period is from January 1, 2020 from December 31, 2020. However, additional highlights from January 1, 2021 - May 31, 2021 have been included. From January 1, 2020 to May 31, 2020 the MaPSAC Chair was Danny Vukobratovich and the Vice Chair was Stacey Baisden. From June 1, 2020, to June 1, 2021 the MaPSAC Chair was Stacey Baisden and the Vice Chair was Cameron Ward.

MaPSAC’s ongoing focus is to provide better service to staff through increased communications, increased visibility, and proactive action on issues that are important to Management and Professional staff and the University.

During the January 1, 2020 – December 31, 2020 timeframe

• Improved our monthly email newsletter, *The Sentinel* where we are in partnership with the HR – Communication team. The HR – Communication team helps MaPSAC send the monthly communication using Delivra. Having HR – Communication team send out our communications helps unify *The Sentinel*. It also helps MaPSAC ensure Purdue brand is followed.
• Promoted and sponsored professional development and self-improvement programs and surveyed colleagues for feedback.
• In May, we awarded the 2020 MaPSAC Excellence Award to Tracy Hieatt, Honors College.
• In October, we awarded the 2020 Community Spirit Award to Jodi Taylor, Department of Theatre, College of Liberal Arts.
• In December, we awarded the 2020 recipient of the Eudoxia Girard Martin Memorial Staff Recognition Award to Tracie Hieatt, Honors College.
• From June 2020-May 2021 during our MaPSAC Executive Committee meetings the MaPSAC Chair created a team builder/ice breaker to develop our MaPSAC Executive Subcommittee team.
• From June 2020-May 2021 during our MaPSAC full committee meetings roll call takes place. During roll call, to get to know each other in a virtual setting, the Chair asks one question for every person to answer. Examples: What is your favorite color? What is your favorite dessert? What is your favorite holiday? What are you looking forward to most over winter break? Etc. This has created a virtual camaraderie among the organization as a third of our organization has never met in person.
• Invited several guest speakers to our MaPSAC full committee meetings to present current issues for MaPSAC consideration (see list below)
  o January 9, 2019
    ▪ Bill Bell, Vice President for Human Resources
  o February 13, 2019
    ▪ Bill Bell, Vice President for Human Resources
  o March 12, 2019 – Joint meeting with CSSAC
    ▪ Jay Akridge, Provost – presented on academic climate of Purdue University
  o April 10, 2019
    ▪ Bill Bell, Vice President for Human Resources
  o May 8, 2019
• Bill Bell, Vice President for Human Resources
  • June 10, 2020 – held orientation ***transition of MaPSAC Full Committee and the Executive Subcommittee
    ▪ Gina DelSanto, Chief of Staff
    ▪ Bill Bell, Vice President for Human Resources
    ▪ Ethan Braden, Sr. Vice President Marketing and Communications – Protect Purdue Pledge
    ▪ Adedayo Adeniyi, Office of VP of Human Resources
    ▪ Carrie Hanson, Office of VP for Human Resources
  • July 8, 2020
    ▪ Gina DelSanto, Chief of Staff
    ▪ Bill Bell, Vice President for Human Resources
    ▪ Sharon Williams, Senior HR Business Partner – presented on Conflict Resolution
  • August 12, 2020
    ▪ Bill Bell, Vice President for Human Resources
    ▪ John Gates, Vice Provost for Diversity and Inclusion – presented on diversity inclusion and equity
    ▪ Alyssa Rollock, Vice President for Ethics and Compliance—presented on diversity inclusion and equity
  • September 9, 2020
    ▪ Bill Bell, Vice President for Human Resources
    ▪ Candace Shaffer, Director of Benefits – presented on benefit enrollment
  • October 13, 2020 – Joint meeting with CSSAC
    ▪ Bill Bell, Vice President for Human Resources
    ▪ Jay Akridge, Provost – presented on academic climate of Purdue University
  • November 11, 2020
    ▪ Bill Bell, Vice President for Human Resources
    ▪ Michelle Jansen, Assistant Director of Human Resources, HR Business Partners – presented on Business Partners
    ▪ Linda Baer, Assistant Director Process Improvement, HR Organizational Effectiveness – presented on new employee experience
  • December 9, 2020
    ▪ Gina DelSanto, Chief of Staff
    ▪ Bill Bell, Vice President for Human Resources
    ▪ Lowell Kane, Director of the LGBTQ Center – presented on LGBTQ resources
    ▪ Tonya Agnew, 2020 President Purdue Employee Pride – presented on LGBTQ resources
    ▪ Maekin Smith, 2021 President Purdue Employee Pride – presented on LGBTQ resources

During the January 1, 2021 – May 31, 2021 timeframe
  • At our January meeting we held a MaPSAC Winter Social in a virtual platform where the purpose was to get to know each other better. Melissa Jasek helped us randomize
names where we sent a card or something small for no more than $5 total value. It could be homemade, cutesy, and/or funny. Then we opened them up during our meeting. Participation was optional and we had 14 people participate, which is nearly half of our membership.

- At our April meeting MaPSAC members voluntarily participated in a Myers-Briggs Type Indicator professional development activity. During the MaPSAC Myers-Briggs Type Indicator activity, we were able to celebrate the unique differences of each member and provided a forum for embracing differences by showing the value proposition of embracing all Myers-Briggs Type Indicator types. We had over 25 members participate.

- In May we awarded the 2021 MaPSAC Excellence Award to Vanessa Pacheco, Civic Engagement and Leadership Development Office.

- Invited several guest speakers to our MaPSAC full committee meetings to present current issues for MaPSAC consideration (see list below)
  - January 13, 2021
    - Bill Bell, Vice President for Human Resources
  - February 10, 2021
    - Bill Bell, Vice President for Human Resources
    - Lisa Heider, lead GroupX instructor Division of Recreation & Wellness – presented a group exercise to help us with remote working
    - Carmen Williams, Senior Administrative Assistant Division of Recreation & Wellness – presented on recreation and wellness resources
  - March 9, 2021 – Joint meeting with CSSAC
    - Mitchell Daniels, President – presented on the state of the university
    - Gina DelSanto, Chief of Staff
    - Bill Bell, Vice President for Human Resources
  - April 14, 2021
    - Bill Bell, Vice President for Human Resources
    - Rob Wynkoop, Associate Vice President for Auxiliary Services - presented travel policy
    - Jessica Robertson, Director of Procurement – presented travel policy
    - Michelle Jansen, Assistant Director of Human Resources – presented Myers-Briggs Type Indicator
  - May 12, 2021
    - Bill Bell, Vice President for Human Resources
    - Deborah Nichols, University Senate Chair – presented on proposed model of shared governance

B. Ongoing Priorities for MaPSAC

Our ongoing priorities for MaPSAC include:
- University Senate proposed model of shared governance changes
- Ensuring a continued partnership with CSSAC and the University Senate.
- 2021-2023 MaPSAC Strategic Plan
• Potential MaPSAC diversity structural expansion (providing MaPSAC Executive Subcommittee, MaPSAC Full Committee and Vice President of HR Bill Bell approves. Approvals still pending when Annual Report was submitted)
• Ensuring the continuation of the MaPSAC/CSSAC annual Staff Memorial service each April/May
• Increasing the frequency and usefulness of communication with colleagues
• Maintaining positive relationship with senior leadership
• Continuing to assist with the Protect Purdue remote working/de-densification structure

At the April 14, 2021 meeting, Amanda Emmons was elected MaPSAC Vice Chair for 2021-2022. Cameron Ward become MaPSAC Chair on June 1, 2021. During the next year, MaPSAC leadership hopes to focus on leveraging ongoing partnerships with faculty, administration, and staff at Purdue affiliated institutions to create more opportunities for staff to contribute their considerable experiences and knowledge to enhance the university communities.

3. SUBCOMMITTEE REPORTS

The following key accomplishments of each subcommittee were the result of hard work and thoughtful implementation.

C. Compensation and Benefits – Submitted by David Huckleberry, Subcommittee Chair

Representative(s):

January – May 2020 Members:  
Danielle Latta (Chair)  
David Huckleberry (Vice Chair)  
Hope Charters  
Madaline Fogelsong  
Kirsten Gibson  
Dean Lingley  
Stephanie Winder  
Suzanne Zurn-Birkhimer

June – December 2020 Members:  
David Huckleberry (Chair)  
Kirsten Gibson (Vice Chair)  
Colleen Banter  
Kelsey Chapman  
Hope Charters  
Dean Lingley  
Wesley Shoop  
Anna Subramaniam  
Stephanie Winder  
Suzanne Zurn-Birkhimer

Description (taken from MaPSAC Operating Procedures):

• This subcommittee examines current salary structures, health benefits, leave policies, retirement issues and other compensation and benefits concerns of M/P staff.
• Additionally, Compensation and Benefits subcommittee is charged with directing the annual resource fair as well as the nomination and selection process for the MaPSAC Excellence Award.
Report:

Goals:

- Increase attendance at Resource Fair
- Continue Excellence Award Program
- Handle constituents’ questions and issues in expedient and knowledgeable manner
- Access compensation and benefit data to review and advise Compensation and Benefits leadership in regards to issues impacting MaPSAC membership

Accomplishments:

- The 2020 Resource Fair was not held due to the COVID-19 pandemic
- Worked closely with Candace Shafer in HR regarding changes
- Considered in upcoming benefits as well as HR taking suggestions from Comp & Benefits on possible future implementations of items to benefit employee health and involvement. Candace is involved in our monthly subcommittee meetings.
- Handled constituent questions/concerns as a group and with support from HR and Executive Committee for timely and concise information on wide reaching issues from Job Family Structure to HSA/FSA vendor changes to Winter Break time off
- Met with Bill Bell and David Krull about gaining access to compensation data to look pay equity data surrounding the Job Family structure project, now that it has been in place a year. Both agreed it was within the scope of our committee to review such data. We were referred to Alyssa Rollock, VP of Ethics and Compliance
- Met with VP Alyssa Rollock and made our request for Compensation data and a summary of any investigations of inequity the Ethics and Compliance Office has worked on in the last calendar year. VP Rollock seemed displeased that we would ask for such data, and the feeling was that we should just trust the Office of Ethics and Compliance is doing their job. To date, we still have no data on compensation, despite two years of being told it was data we are entitled to, and is within the scope of our committee’s work.
- Met with David Krull and began what we intend to be a monthly discussion concerning Compensation issue, much as we have established with Candace Shaffer on Benefits. We received answers to questions about the hiring process for internal vs external candidates and confirmed that many of the practices at Purdue being cited as “policy” are simply “guidelines” for hiring committees to use. We will be working on a Sentinel article to share the information, and help our membership understand the process to better guide their careers at Purdue.

D. Membership and Communications – Submitted by Deidre Bush, Subcommittee Chair

Representative(s):

January – May 2020 Members: Jason Fitzsimmons
John O’Malley (Chair) Annette Watters
Greg McClure (Vice Chair)
Deidre Bush
May – December 2020 Members:

De Bush (Chair) 
Amanda Emmons (Vice Chair) 
Tony Mull 
John O’Malley (Emeritus) 

Denton Sederquist 
Angie Sigo 
Kerry Ticen 
Danny Vukobratovich (Emeritus)

Description (taken from MaPSAC Operating Procedures):

- The Membership and Communications subcommittee organizes the membership recruitment process, subcommittee assignments for new members, and the enhancement of membership function and unity.
- This subcommittee establishes and oversees the communication link between M/P staff and their assigned MaPSAC membership areas. Responsibilities include establishing guidelines and specifications for brochures and fliers, maintaining the MaPSAC website, and assessing the overall effectiveness of communication efforts across subcommittees.
- The subcommittee is also charged with overseeing the nomination and selection process for the Community Spirit Award that is presented annually to a Campus Support, Management, or Professional staff member. The Community Spirit Award recognizes the significant contributions of Purdue University employees to the life and welfare of the local community and its people. It is presented for outstanding community service, public service and/or significant charitable or philanthropic contributions of benefit to the local community.
- Additionally, the Membership and Communications subcommittee is responsible for organizing, designing and writing The Sentinel, the monthly MaPSAC newsletter, and providing it to all MaPSAC members for distribution to their colleagues.
  - **MaPSAC Newsletter Procedure:**
    - Members from all three standing subcommittees work within their respective subcommittees to write items to be included.
    - Items presented by Human Resources (HR) will be approved by the Vice President of Human Resources prior to being released.
    - Items presented by guest speakers will be reviewed and approved by the guest speaker before being released.
    - The MaPSAC newsletter will be distributed monthly by the membership to their MaPSAC membership areas.

Report:

**Sentinel**

- The *Sentinel* provides the communication from the MaPSAC Chair along with other relevant M/P staff news.
- Delivra has supported the uses of analytics in tracking use and relevance of *Sentinel* content for the last couple of years. Readership is around 43% which is typical for newsletters.
- The content for the *Sentinel* newsletter continues to be developed by the MAC subcommittee with submission assistance now from Marketing and Media personnel who have expertise on Delivra.
**MaPSAC Membership Process**

- Using Delivra in Spring 2020, we sent emails targeting the Areas of Membership where new members were needed instead of a campus-wide email to all staff. In Spring 2021, emails were sent to listservs targeting the Areas of Membership where new members were needed. In addition, emails were sent to cultural centers and the URM staff organizations on campus.
- Added descriptions of the three subcommittees as well as University committees. Asked applicants to rank their choice for subcommittee participation.
- Interviews for MaPSAC membership are conducted using the same questions for each interviewee. A rubric is used to evaluate candidates in order to mitigate bias as much as possible.

**MAC participation**

- Membership on this committee was low in the spring semester, and a couple of members left the university.
- Delegated and engaged all members of MAC in the activities of the subcommittee during the fall 2020 semester in order to provide sustainability of committee membership.

**Community Spirit Award**

- We had a total of 4 nominations for the 2020 Community Spirit Award.
- MAC met with CSSAC Professional Development subcommittee, CSSAC Chair and Vice Chair to review nomination forms and to determine a winner.
- Evaluation of nominations was done using a rubric in order to mitigate bias.
- Jodi Taylor, marketing and outreach specialist for the Department of Theatre was announced the winner. She volunteers for the Greater Lafayette Sewing Masks.
  - Nomination write up: Jodi has joined with new acquaintances to create Greater Lafayette Sewing Masks. She has been the operational leader of the organization and has designed their website, managed requests, supplies, fundraising and coordinated volunteers. This is in addition to sewing masks herself. Through this organization, she has united a group of strangers toward a common effort – Greater Lafayette Sewing Masks. The group has distributed over 50,000 masks so far.
  - As a person who finds ways to use her skills to benefit others, Jodi also decorates Christmas trees for the Community Cancer Network’s Festival of Trees gala. As someone who loves animals she walks and fosters dogs at the shelter (and has even captured a few injured neighborhood animals and taken them to the wildlife rehabilitation center – bats included!) In addition, Jodi often takes her young daughter along with her in order to instill this sense of community volunteerism in her. She truly puts much time and effort into her community in addition to maintaining a profession and being a single parent.
  - Her nominator, wrote, “As a single mother of a 1st grader, that she makes time to contribute her time and skills (often with her daughter in tow) to this community speaks volumes about the strength, endurance, and generosity that
she possesses, as well as the spirit of volunteerism that she wants to instill in the youth of our community.”

- Award was presented by Bill Bell, vice president for Human Resources, in October 2020 at the MaPSAC/CCSAC full meeting. Her nominator, Anne Shanahan attended and provided remarks.
- Stories of this presentation appeared in Purdue Today and The Sentinel as well as social media for the Theatre Department.

E. **Professional Development – Submitted by Michael Springer, Subcommittee Chair**

**Representative(s):**

**January – May 2020 Members:**
- Malissa Ayala (Chair)
- Bill Fornes (Vice Chair)
- Dean Brusnighan
- Eric Johnson (Emeritus)
- Michelle Hadley
- Alison Lampley (Emeritus)
- Joseph Levell
- Andy Pruitt
- Michael Springer
- Cameron Ward
- David Schlueter

**June – December 2020 Members:**
- Bill Fornes (Chair through July ’20)
- Mike Springer (Vice Chair through July ’20, Chair through May 2021)
- Christal Musser (Vice Chair)
- Malissa Ayala (Emeritus)
- Dean Brusnighan
- Michelle Hadley (Emeritus)
- Joseph Levell
- Jaclyn Palm
- Andy Pruitt

**January – April 2021 Members:**
- Mike Springer (Chair)
- Christal Musser (Vice Chair)
- Malissa Ayala (Emeritus)
- Michelle Hadley (Emeritus)
- Joseph Levell
- Jaclyn Palm
- Andy Pruitt
- David Schlueter (Jan-Feb)

**Description (taken from MaPSAC Operating Procedures):**

- This subcommittee considers career-related issues including training opportunities for staff. It hosts two free professional development forums during the school year - The Hadley and The Lovell Lecture Series, one in the spring and one in the fall. The subcommittee regularly invites guest speakers to talk on campus about issues that pertain to M/P staff.
- This committee also provides financial support to eligible M/P staff on the West Lafayette campus, through individual professional development grants awarded twice each academic year, once in the spring and again in the fall. These grants help M/P staff continue their education through conferences, seminars, workshops, classes, etc.
Additionally, the Professional Development subcommittee will create two professional development opportunities for MaPSAC members using University resources to enhance skills of MaPSAC members each calendar year.

Report:

Hadley Lecture, Spring 2020
The Hadley Lecture was originally scheduled for April 30, 2020 however was cancelled due to impacts and campus event restrictions resulting from COVID-19 pandemic. This event was not rescheduled.

Hadley Lecture, Spring 2021
The Hadley Lecture was held virtually on April 20, 2021, featuring Brandi Christiansen (Mental Health America Wabash Valley Region) and Amanda Hathcock (Purdue Center for Healthy Living), to address mental health. Link to PurdueToday Article: www.purdue.edu/newsroom/purduetoday/releases/2021/Q2/mapsacs-hadley-speakers-to-address-mental-health.html

Lovell Lecture, Fall 2020
MaPSAC Professional Development (PD) subcommittee sponsored the Fall 2020 Lovell Lecture Series on October 21, 2020 that featured the Director of Purdue’s Black Cultural Center, Ms. Renee Thomas. The event was held virtually via a Zoom presentation managed by ITaP Video and Production Services (Ed Dunn) at noon. We hosted approximately 62 people who were able to listen and participate in the presentation via the live streamed event. Ms. Thomas discussed her personal journey through leadership as a woman of color, and touched on the various challenges and achievements during her professional career. For those unable to attend, the event was recorded and is available here: https://youtu.be/Hdmyp7ZV4Pk.

Sentinel Articles
January 2020 – Posted Fall ’19 MaPSAC PD Grant recipients & advertised for Spring ‘20 applications
June 2020 – Posted Spring ‘20 MaPSAC PD Grant recipients
August 2020 – Advertised Fall ’20 MaPSAC PD Grant application information
October 2020 – Advertised Fall ’20 Lovell Leadership Event
January 2021 – Advertised Spring ’21 MaPSAC PD Grant Application Information
February 2021 – Repeat of January article for PD Grant Applications

Professional Development Activities
PD activities were originally slated to move to a new effort of PD Member Cameron Ward to develop the ‘Professional at Purdue’ professional networking group, out of MaPSAC’s PD subcommittee at the start of 2020. Due to the COVID-19 pandemic and ensuing campus restrictions, this effort was not able to get underway. It was agreed to hold on this effort until campus restrictions are lifted to restart.

Grants
Spring 2020 – 69 Total Eligible Applications – 16 Grants Awarded – $9,680 Total Amount Awarded
4. UNIVERSITY COMMITTEE REPORTS

MaPSAC members serve on several other committees throughout the University. These members provide their personal perspective, reports to MaPSAC, and an opportunity for MaPSAC members to give feedback on topics under consideration.

A. College of Engineering Dean’s Staff Advisory Council – Submitted by Suzanne Zurn-Birkhimer, MaPSAC Representative(s)

Representative(s):
- From January 2019-May 2020 Suzanne Zurn-Birkhimer was the primary representative and John O’Malley was the backup representative.
- From the June 2020-May 2021 timeframe Suzanne Zurn-Birkhimer was the primary representative and Kerry Ticen was the backup representative.

Description:
The College of Engineering (CoE) Dean’s Staff Advisory Council is an action-orientated committee with the goals of (a) developing more awards for staff, (b) developing career pathways for staff, and (c) developing professional development opportunities for staff. During the 2018-19 academic year, the council developed two new programs: (1) Staff Support Series and (2) Professional Renewal Grant. The Staff Support Series will focus on providing professional development opportunities for CoE service and support staff with sessions beginning in 2019. The Professional Renewal Grant recognizes, encourages, and awards resources (financial and time off) to CoE individuals who wish to pursue professional development activities that will contribute to achieving career goals. The first PRG awards will be made in spring 2019. The council helps provides a voice to the broad issues related to staff within the CoE.

Report:
Reporting period January 1, 2020 – December 31, 2020:
The College of Engineering (CoE) Dean’s Staff Affairs Committee (DSAC) is an action-orientated committee with the goals of (a) awarding and developing more awards for staff, (b) developing career pathways for staff, and (c) developing professional development opportunities for staff.

In spring 2020, DSAC brought in guest speakers to provide discussions on the Job Family Structure, Staff Promotions Process, and Benefits. They included Candace Shaffer, Director of Benefits, Nicole Weibel, HR Compensation, and Lisa Schroeder, CoE Senior HR Business Partner.

In Fall 2020, CoE DSAC awarded the 2020 CoE Staff Awards. Due to the pandemic and resulting travel restrictions, the Professional Renewal Grants, which recognizes, encourages, and awards resources
(financial and time off) to CoE individuals who wish to pursue professional development activities that will contribute to achieving career goals, were not awarded.

B. **Eudoxia Girard Martin Award – Submitted by Denton Sederquist, MaPSAC Representative(s)**

Representative(s):
- From January 2019-May 2020 Cameron Ward and Brittany Stephens were the representatives.
- From June 2020-May 2021 Christal Musser and Denton Sederquist were the representatives.

Description:
The Eudoxia Girard Martin Memorial Staff Recognition Award was established in memory of the mother of Dr. Leslie L. Martin, Colonel Carlton J. Martin, Retired USAF, and Mr. Roland P. Martin. She was a valued member of the Engineering Administration staff. The annual award is designed to recognize a Campus Support Staff who possesses those qualities of heart, mind, and spirit, which evince a love for helpfulness to students, faculty and staff, as demonstrated in the performance of their professional duties.

Report:
The Eudoxia Girard Martin Memorial Staff Recognition Award is intended for fifth-level secretaries or administrative assistants with five years of continuous service on Purdue’s West Lafayette campus. It is awarded to staff who accomplish their duties with a special caring and helpfulness to students, faculty and staff. Twenty individuals were nominated for the award in 2020. Two members of MaPSAC and two members of CSSAC evaluate the nominees. The winner in 2020 was Tracy Hieatt. Hieatt is an Administrative Assistant for the Honors College. Hieatt received the award on December 9, 2020 at the MaPSAC full committee meeting from VP of HR Bill Bell.

C. **Healthy Boiler Committee – Submitted by Kirsten Gibson, MaPSAC Representative(s)**

Representative(s):
- From January 2019-May 2020 David Huckleberry was the primary representative and Danielle Latta was the backup representative.
- From June 2020-May 2021 Kirsten Gibson was the primary representative and David Huckleberry was the backup representative.

Description:
The Healthy Boiler committee works toward a comprehensive review of services at both the Center for Healthy Living (CHL) and Purdue University Student Health (PUSH). Among other aspects, it examines whether there is potential to integrate and/or share services. MaPSAC
Compensation and Benefits Vice Chair is the primary and the MaPSAC Compensation and Benefits Chair is the backup person that serves on this committee.

**Goals:**
- Focus on overall wellbeing of faculty and staff, including mental, physical, social and financial wellbeing.
- Validate branding and messaging of the Healthy Boiler wellness program
- Provide health and wellness activity review and feedback.
- Drive engagement of faculty and staff with programs.

**Report:**
No report is available.

**D. Recreation & Wellness Advisory Board – Submitted by Clinton Pruitt, MaPSAC Representative(s)**

**Representative(s):**
- From January 2019-May 2020 Clinton Pruitt was the primary representative and Hope Charters was the backup representative.
- From June 2020-May 2021 Clinton Pruitt was the primary representative and Michelle Hadley was the backup representative.

**Description:**
The purpose of the Board is to advise Recreation & Wellness (RecWell) on matters relating to the overall operation of the RecWell facilities and programs. The Board shall recommend activities, services, policies and facilities that represent the expressed needs of students and faculty/staff of Purdue University. The Recreation & Wellness Director, with recommendations from the Board, shall interpret and establish the Recreation & Wellness’ policies, mission and goals.

**Report:**
No report is available.

**E. Retirement Plan Committee – Submitted by Dean Lingley, MaPSAC Representative(s)**

**Representative(s):**
- From January 2019-May 2020 Dean Lingley was the primary representative and Calvin Williams was the backup representative.
- From June 2020-May 2021 Dean Lingley was the primary representative and Colleen Banter was the backup representative.

**Description:**
The Retirement Plan Committee was established in 2011 with the implementation of a new retirement platform tier structure and investment options for the University’s defined contribution retirement plans. The Retirement Committee provides oversight to the investment options, tier structure and costs. It recommends (as needed) changes to the defined contribution retirement plan investment policy, the selection of a record keeper, consultants or other services in support of the defined contribution retirement programs.

Report:
The committee met twice over the course of the year.

Highlights of the April 13, 2020 meeting include:

- Ms. Gulbranson provided the HR update on outreach and communication efforts, which included targeted workshops presented by Fidelity and programs for America Saves Week and Road to Retirement. Events and information are communicated through Purdue Today, the Healthy Boiler Newsletter and on the Purdue Benefits website. She also updated the committee on the lease renewal for the local Fidelity office, indicating Fidelity continues to evaluate resources and staff alignments to determine their next steps.

- Ms. Gulbranson provided a summary of the SECURE Act (Setting Every Community Up for Retirement Enhancement). A couple mandatory requirement are: (1) change the minimum distribution age from 70½ to 72 and (2) beneficiaries must receive their distributions within 10 years. Fidelity will administer these changes through their system platform. An optional change is permitting in-service distributions at age 59½, (lowered from age 62) for pension plans and age 70½ for governmental 457(b) plans. HR continues to evaluate these and additional changes to determine how they might affect the University’s retirement programs. The deadline for plan amendments (as needed) is December 31, 2024.

- The Coronavirus Aid, Relief, and Economic Security (CARES) Act was also presented by Ms. Gulbranson and is being evaluated by the University’s HR department. This act, signed into law in March 2020, provides emergency relief aimed to assist business, individuals and hospitals during the period of public health emergency due to the 2019 Novel Coronavirus (COVID-19). The legislation enables retirement plan changes related to early plan withdrawals, enhanced plan loans provisions and waives required minimum distribution (RMD) for defined contribution 401(a), 403(b), governmental 457(b) plans, and IRA’s for calendar year 2020. This also has a deadline of December 31, 2024 for necessary plan amendments.

- Mr. Webb reviewed three active managers with the committee: Harbor High Yield Bond (HYFAX), MFS Investors Growth stock (MIGNX) and CRM Small/Mid Cap Value (CRIAX). There were no changes or concerns noted with the firms’ philosophy or approach as part of the Retirement Plan Tier III platform for active management. Harbor Funds confirmed that the Purdue plan is eligible to participate in a new lower cost retirement share class with savings close to 0.1% per annum. The Benefits office with follow-up with Fidelity to review migrating to the new share class.

- Mr. Webb reviewed the retirement plan dashboard as of December 31, 2019, noting there was $2.1 billion invested within the retirement platform’s four-tier structure. Approximately 64% of participants invest in Tier 1 target date funds; 14.5% in Tier 2 passive index funds;
16.8% in Tier 3 actively managed funds, including the MetLife Stable Value Option; and 4.7% in Tier 4 through the brokerage window. The dashboard provided included expense ratios, calendar year-to-date, 1, 3 and 5-year performance for the Tier 1, 2 and 3 investment funds. Mr. Webb will distribute the quarterly update as of March 31, 2020, in the next couple of weeks.

**Highlights of the November 16, 2020 meeting include:**

- Targeted date funds are the retirement plan platform’s default option for participant enrollment for those individuals that do not actively elect investment options. The default option is consistent with guidance from the Department of Labor.
- Vanguard provided a firm overview and outlined their relationship with Purdue and its affiliated entities. Vanguard is a market leader in the area of Target-date funds. The representatives reviewed with the Committee the background, growth, and utilization of Target-date funds. The firm has a rigorous quantitative approach for constructing target date portfolios and associated glide paths that adjust overtime, taking into consideration, the participant’s time to retirement. Vanguard offers one of the most cost-effective target date options in the industry using index funds in the construction of the underlying portfolios, diversifying with equity and fixed income index funds both domestically and internationally. Investment performance information was also included in the presentation shared with Committee members. For contrast and comparison, the glide paths were also shared for other major firms.
- Vanguard also reviewed and provided performance and background information for the five individual index funds options available to participant in the retirement plan platform.
- Ms. Gulbranson provided the HR update on outreach and communication efforts, which included articles and news shared through Purdue Today and the Healthy Boiler Newsletter. Fidelity provided virtual workshops in the spring. The local Fidelity office in PMU is scheduled to be completed 12/31. The Healthy Boiler ‘Road to Retirement’ event in September moved from a 1-day in-person to a 3-day virtual event that was extended to all campuses and had 503 participants. October workshops focused on health savings accounts, investing, and saving for retirement. Effective July 28, the Harbor High Yield Bond Fund Retirement Class was made available at a lower expense ratio and availability was discontinued for the Harbor High-Yield Bond Fund Institutional Class. The CARES Act coronavirus in-service withdrawal option was implemented within the 403b base, 401a mandatory, 403b & 457 voluntary plans, while the increased loan limit options were deferred within the 403b voluntary plan.
- Mr. Webb reviewed three active managers with the committee: Dodge & Cox International, American Funds EuroPacific, and Lazard EM. The reviews included a review of firm background, investment philosophy, investment process and performance. As a result of the review process, a motion was made and approved by the Committee to begin the process to look for an alternative emerging market manager. Primary considerations for seeking a new emerging market option included Lazard’s higher than market tracking error, historical performance, management fee and fund outflows.
- Mr. Webb reviewed the retirement plan dashboard as of September 30, 2020, noting $2.2 billion was invested within the retirement platform's four-tier structure. Approximately 64%
of participants invest in Tier 1 target date funds; 15% in Tier 2 passive index funds; 16% in Tier 3 actively managed funds, including the MetLife Stable Value Option'; and 5% in Tier 4 through the brokerage window. The dashboard provided included expense ratios, share class, calendar year-to-date, 1, 3 and 5-year performance for the Tier 1, 2 and 3 investment funds.

F. **Spring Fling Committee – Submitted by Malissa Ayala, MaPSAC Representative(s)**

Representative(s):
- From January 2019-May 2020 Malissa Ayala and Madaline Foglesong were the representatives.
- From June 2020-May 2021 Joseph Levell and Hope Charters were the representatives.

Description:
The Spring Fling Committee plans, coordinates, produces and ensures that the annual Spring Fling event goes according to schedule. The committee includes, among many others, two representatives from MaPSAC and two representatives from CSSAC. Terms are for two years and begin in the fall with the academic year.

Report:

**Spring Fling 2019**
The committee met actively to review and plan Spring Fling 2019. MaPSAC would organize the distribution of commemorative cups for this year’s event. Malissa Ayala sent out a doodle poll first to new members to ask for their help in attending the event and then opened it up to all members. With a full schedule of volunteers, we enjoyed a great day out on the Purdue Mall meeting and greeting staff members as they picked up their Spring Fling cup. Our MaPSAC banner was displayed and enjoy welcoming our new members to the group. Spring Fling continues to be a widely attended and popular event. While we looked at new ideas for MaPSAC to be involved, the popularity of the events we currently participate make the most sense for the resources available. We will be responsible for hosting Bingo at next year’s event and have begun the process of collecting prizes.

**Spring Fling 2020**
While planning did begin for Spring Fling 2020, it was unfortunately cancelled due to the COVID-19 pandemic.

G. **Staff Memorial Committee – Submitted by Stacey Baisden, MaPSAC Representative(s)**

Representative(s):
- From January 2019-May 2020 Danny Vukobratovich and Stacey Baisden were the representatives.
- From June 2020-May 2021 Stacey Baisden and Cameron Ward were the representatives.
Description:
Joint MaPSAC/CSSAC committee established to oversee and administer the Staff Memorial, an annual ceremony held in recognition of staff members who passed during the past year. MaPSAC Chair & MaPSAC Vice Chair both serve on this committee.

Report:
Every year MaPSAC and the Campus Support Staff Advisory Committee (CSSAC) oversees the Staff Memorial event. MaPSAC and CSSAC together host a Staff Memorial service to honor our colleagues we lost the previous year.

Due to the pandemic we were not able to hold the 2019 Staff Memorial service in person to honor our colleagues. We decided to send a special edition of the MaPSAC and CSSAC newsletters along with honoring our colleagues in the Purdue Today communication. We were able to honor the 13 Purdue colleagues we lost in 2019 by also having President Daniels write remarks in the special edition that went out in Fall 2020.

The 2019 colleagues we lost were the following:
Robert W. Bain  Kimberly S. Branham-Whalen  Jeffrey L. Cooper  James E. Gascho
Kim L. Jones  Walter A. Kasyan  Fangjia Lu  Kameron M. McCreery
Barbara L. Osmon  Andrae D. Sailes  Willie L. Walker  Clayton A. Thomas

Due to the pandemic we were not able to hold the 2020 Staff Memorial service in person to honor our colleagues. However, the committee decided to record a special message from President Daniels along with honoring our 14 colleagues in a recorded PowerPoint presentation. HR was able to post the recording on their website where it went live on April 9, 2021.

The 2020 colleagues we lost were the following:
Amanda N Adams  Brett A Alexander  Paul J Beeler  Morgan J. Burke  Courtnee G Campos
Mark K Clare  Tamara S Crowell  Jeffrey R Duncan  Teresa A Foley  Rebecca S McDaniel
Emily K Mettler  Kenneth F Schwartz  Karen R. Skinner  Edward M White  

H. Survey Oversight Committee—Submitted by Collen Banter, MaPSAC Representative(s)

Representative(s):
- From March 2021-May 2021 Collen Banter was the representative.
The committee meets every six weeks between January – November 2021. After that, the committee will meet once before the start of each academic term.

Committee’s Charge: Establish the scope and duties of the Survey Oversight Committee in order to establish and then promote efficiency in surveying activities. This work will ensure that Purdue University, its various units, and scholars collect and benefit from high-quality, useful survey data in the most efficient manner possible.

Better coordinating the surveying of Purdue’s constituencies is an important step to take for our community. For this reason, IDA+A needs guidance to establish practices and policies that will encourage our community to be effective and efficient in its surveying. Those that deliberate on these practices and policies should be representative of our community. We seek to establish a Survey Oversight Committee that is representative of the various constituencies that make up our community. The composition of the Survey Oversight Committee shall consist of senior leadership and student leaders from across Purdue University- West Lafayette (PWL) that represent each of the following constituencies: undergraduate students, graduate students, staff, and faculty.

Report:
No report is available.

I. University Policy Committee – Submitted by David Schlueter, MaPSAC Representative(s)

Representative(s):
- From January 2019-May 2020 Alison Lampley was the primary representative and Michelle Hadley was the backup representative.
- From June 2020-May 2021 David Schlueter was the primary representative and Angie Sigo was the backup representative.

Description:
The University Policy Committee (UPC) provides institutional review, feedback, and recommendation of approval of Purdue University system-wide policies and West Lafayette campus policies. All new and substantively revised policies must be vetted through this committee before they are brought forth to the Executive Policy Review Group (EPRG) for approval.

Report:
From January 1, 2020 to December 31, 2020 the UPC held six meetings and reviewed 10 policies and/or policy changes. The policies reviewed include: VI.D.1, V.B.2, V.B.6, IV.A.4, III.B.6, VI.C.2, VI.F.5, WL-9, IV.A.8, and VI.E.2. The topics covered by these policies include conflict resolution, Title IX regulations, mitigating pandemics, environmental health and safety oversight, influenza vaccination requirements, and clarification of wage administration for hourly employees.
J. University Senate – Submitted by Stacey Baisden, MaPSAC Representative(s)

Representative(s):
- From January 2019-May 2020 Stacey Baisden was the primary representative and Danny Vukobratovich was the backup representative.
- From June 2020-May 2021 Cameron Ward was the primary representative and Stacey Baisden was the backup representative.

Description:
The University Senate is the governing body of the faculty and it exercises the legislative and policy-making powers assigned to the faculty. It has the power and responsibility to propose or to adopt policies, regulations, and procedures intended to achieve the educational objectives of Purdue University and the general welfare of those involved in these educational processes. MaPSAC Vice Chair is the primary and the MaPSAC Chair is the backup person that serves on this committee.

Report:
During the AY January 2020-May 2020 the following were highlights from these meetings:

January 27, 2020
- Basic Needs Security Syllabus Statement  Professor Ruple, Chair Equity and Diversity Committee, brought a proposal to the Senate to ask that the following statement be included as an option in the Syllabus template: “Purdue University shall recommend the following statement be included in the course syllabus template: “Any student who faces challenges securing their food or housing and believes this may affect their performance in the course is urged to contact the Dean of Students for support. Furthermore, please notify the professor if you are comfortable in doing so.”
- Standing Committees
  - Educational Policy Committee
    - Degree requirements, transfer credits, night classes, priority registration, gender neutral wording, and student grief absence policy (with APR)
    - Civics recommendations (with Civics Engagement Working Group)
  - Equity And Diversity Committee
    - Graduate student housing
    - Providing tampons in campus buildings
    - National Academies of Science, Engineering, and Medicine Consensus Study Report on sexual harassment of women
    - Food security on campus
    - Faculty and staff cont. education recommendation
    - Diversity stmt. rqmt. For new faculty hires
    - Gender options on PU applications and forms
  - Faculty Affairs Committee
- Faculty engagement in travel policies
- University Standard S-19 (Intellectual Property)
- Academic Analytics
- Pay equity
- COACHE survey
- Election Procedures Inquiry

  - **Student Affairs Committee**
    - Food Insecurity
    - SAT/ACT in Admissions – student body diversity
    - Class absence policies
    - Housing
    - Mental health

  - **University Resource Policy Committee**
    - Physical Facilities Master Plan review
    - Parking & Mobility Survey (closed in Oct.) – important to respond

February 17, 2020

- President Mitch Daniels had a number of “Facts and Figures” to share with the University Senate. Some are listed below. You can see the PPT here: [www.purdue.edu/senate/documents/meetings/Presidents Remarks-02-17-2020.pdf](http://www.purdue.edu/senate/documents/meetings/Presidents Remarks-02-17-2020.pdf)
  
  - No increase in tuition next AY
    - 59% of Purdue undergraduate students graduate debt free
    - Student borrowing is down by 1/3 since 2012
  
  - Faculty merit pay to average 3% next AY
  
  - Faculty positions – 28 new positions; 160 routine (replacement positions)
  
  - Growing faculty: 1,842 in 2012; 1,920 currently; when including research and clinical faculty: 2,004 in 2012 and 2,199 now
    - Purdue Polytechnic High School; 115 graduates will become Purdue graduates in the inaugural class of 2021.
    - 403 students enrolled in 2019-20 at 2 Indy schools; 37% black, 21% LatinX, 7% 1 or more races

- Standing Committees:

  - **Educational Policy Committee**
    - Updating student regulations with respect to degrees requirements, transfer credits, night classes, priority registration, and gender-neutral language
    - Considering recommendations form the Civics Literacy Working Group and considering costs and feasibility.

  - **Equity And Diversity Committee**
    - Graduate student housing
    - National Academies of Science, Engineering, and Medicine Consensus Study Report on sexual harassment of women
    - Food security on campus
    - Faculty and staff diversity and inclusion continuing education recommendations
    - Lactation spaces for students and staff
- President Mitch Daniels shared the state’s Stay at Home directive, with exceptions such as PU, and Purdue’s response. Info:
  o Fewer than 1,000 undergrads are on campus
  o Almost every research lab is continuing. We hope this can continue.
  o Alternatives to graduation will be shared soon.
  o No decision about summer yet.
  o Purdue has some financial cushion that will be used as needed during the crisis.

Standing Committees:
- **Educational Policy Committee**
  - With Academic Progress and Records Faculty Committee:
    - Recommendations on student regulations: degree requirements, transfer credits, night classes, priority registration, and gender-neutral wording
- **Equity and Diversity Committee**
  - Diversity statement requirement for new faculty hires
    - education / training
  - Faculty and staff diversity and inclusion continuing education recommendation
  - Food security on campus
  - Graduate student housing
  - Lactation spaces for students and staff
  - Sanitary products in campus buildings
  - STEM Equity Achievement (SEA) Change Program
  - Working on an Anti-Asian bigotry statement
- **Faculty Affairs Committee**
  - COACHE survey
  - Health care concerns
- Pay equity
- Travel policies
- Working with Faculty Committees on various issues:
  - Censure and Dismissal
  - Faculty Compensation and Benefits
  - University Grade Appeals
  - Election Procedures Inquiry Commission
- Student Affairs Committee
  - Class absence policies
  - Food insecurity
  - Housing
  - Mental Health
  - Monitoring experiences of student athletes

**University Senate’s meeting started on April 20, 2020 and continued and adjourned on April 27, 2020.**

- Purdue President’s Remarks: President Mitch Daniels reiterated Professor Cooky’s thanks to everyone for all their efforts during these difficult times. He shared a quote, “The outlook for higher education is changing to negative...universities face unprecedented enrollment uncertainty, risks to multiple revenue streams, and potential material erosion in their balance sheets.” But then noted that “Affordable universities have a competitive advantage.” President Daniels shared that Purdue intends to be open and operating in August, but noted that the final decision has not yet been made. Most of the efforts will be focused on the older & those with health issues – 20% (physical, etc.) because of the need to protect faculty and staff.
- Presentation on University Benefits by Director of Benefits, Candace Shafer on healthcare expenditures and plans, pre-COVID. HR will be reassessing in the coming months.
- Presentation on Teaching Evaluations by Provost Jay Akridge. Provost Akridge shared the Task Force report. New teaching evaluation software this fall and new questions; recommendations on student info. and teaching evaluations are only one metric considered.
- See the Senate website (www.purdue.edu/senate/) for details on any of these items. Full meeting minutes are generally posted 2-3 weeks after the Senate meeting. www.purdue.edu/senate/

**During the AY September 2020-April 2021 the following were highlights from these meetings:**

**September 21, 2020**
- Deborah L. Nichols acting chair
- The Senate observed a moment of silence for the nearly 200,000 persons in the United States who have died due to COVID-related illness. Chair referenced Adrienne Rich’s 1973 “Diving into the Wreck,” which begins, “I came to explore the wreck. / The words are purposes. / The words are maps. / I came to see the damage that was done.” The words that we speak, the words that we write, including how we say them and write them can act as weapons to divide, intimidate, and harass, or serve as bridges to unite us, demonstrate compassion, and encourage collaboration. Summer work:
Three survey waves received more than 21,000 responses, which informed the Senate town halls and Conversations events hosted by the Provost.

Wave 1 survey led to the formation of the Protect Purdue Leadership Group.

Believes that the Fall 2020 and Spring 2021 temporary calendars were a positive example of shared governance, with discussions between the Provost’s Office and the EPC.

- President Daniels:
  - Presentation of census data shows a dramatic increase in enrollment. 8,900 first-year students; 12-13% online. Overall enrollment is 35,122.
  - Dr. Esteban Ramirez and Dr. Eric Barker on Protect Purdue: Overall positivity rate of 2.67%; WHO standard is to stay under 5%. 63 of 853 quarantine beds in use. Staff working to help congregate housing stay safe.
  - Provost Akridge: Very busy summer, strong summer session; working to resolve nationwide Kaltura issues; Brightspace doing well so far. Course modality a continued focus. Much work on providing student co-curricular activities through Student Life, Colleges, etc.. More Trustees Task Force on Equity announcements coming soon.

- Standing Committees:
  - **Educational Policy Committee**
    - Continues to work in an advisory capacity with Provost’s efforts to adapt University policies to the current COVID-19 context. This summer and fall, the EPC advised on guidelines on the management of facemasks in the classroom, the temporary spring calendar adjustment, and final and in-person exams.
  - **Equity and Diversity Committee**
    - Inclusion Resolution 2.0
    - COVID-19: focus on the disproportionate impacts on faculty, staff, and students
    - Racial justice
    - Lactation spaces for students and staff
    - Stem Equity Achievement (SEA) Change program
  - **Faculty Affairs Committee**
    - The committee presented a resolution (SD 20-01) to delineate procedures for senate meetings during the COVID-19 pandemic. The motion passed.
  - **Student Affairs Committee**
    - SARS-CoV-2 testing
    - Mental Health

**October 19, 2020**

- Chair Nichols shared a personal story about struggle and perseverance to emphasize the importance of narratives that show resilience. Wave 3 Survey results indicate that our faculty, staff, and students are struggling to balance life and work, to feel productive, to maintain relationships in the face of social and personal challenges. A Wave 4 survey is in the works to help us address the coming spring. As Audre Lorde wrote, “Life is very short and
what we have to do must be done in the now.” We must ask ourselves, Where will you go from here? What can you do? How will you live your life honorably and with purpose?

- **Purdue President’s Remarks:**
  - President Daniels encouraged the community to monitor the Purdue COVID-19 Dashboard with care. Our situation and overall positivity rate are fairly stable. Only 10% of our 900 isolation beds have been needed. The vast majority of cases report no or mild symptoms.
  - Purdue leads the Big 10 for the most number of students in classrooms. To date, there has been no evidence of classroom spread to instructors or among students. President Daniels thanked the faculty for their work to deliver a residential learning experience under difficult circumstances.
  - We are closely monitoring student mental health. Our students face enormous pressures. We are watching for signs of difficulties and expanding our resources. We are developing plans for more student life events, such as the safe outdoor viewing of football.

- **Standing Committees**
  - **Educational Policy Committee**
    - The EPC has been diligently working on adapting academic policies to alleviate potential adverse effects on students and instructors, brought on by the COVID-19 pandemic. To this end, we present the following resolutions:
      - Reaffirmation of unanimous support for Spring 2021 calendar
      - Extension of deadline to withdraw/drop a course
      - Extension of deadline to change from letter grade to P/NP
  - **Equity and Diversity Committee**
    - COVID-19: focus on the disproportionate impacts on faculty, staff, and students
    - Racial justice
    - Amplifying Black scholars
    - Purdue police – use of racial profiling and representation on the force
    - School of Interdisciplinary Studies (SIS) funding
    - Land Acknowledgement statement
    - Accessibility issues with online learning platforms (and proctoring tools) + ergonomics (working from home vs working remotely)
    - Caretaking policies and the differential impact of caretaker burden
    - Continuing education pertaining to diversity and inclusion for educators at Purdue
    - Lactation spaces for students and staff
  - **Student Affairs Committee**
    - SARS-CoV-2 testing
    - Mental Health

**November 16, 2020**

- Senate Chair’s Remarks:
Chair Nichols discussed the holidays and family memories, including Fred Rogers’ adage to “Look for the helpers.” Chair Nichols noted, “Many of us have been that this semester, the helpers. Trying to help our students, our families, others navigate this difficult time.”

We are analyzing the Wave 4 Survey. Burnout is increasing among faculty, staff, and students alike, yet our community must continue to share responsibility to each other. Connecting with others registers as a significant coping mechanism for many. 93% of those surveyed find our mission worthwhile, but we need support to fulfill it, and the Senate will continue to advocate for that support.

Chair Nichols concluded with Rogers: “‘How great it is when we come to know that times of disappointment can be followed by times of fulfillment; that sorrow can be followed by joy; that guilt over falling short of our ideals can be replaced by pride in doing all that we can; and that anger can be channeled into creative achievements...’ Here’s to the creative achievements, the innovations, and the giant leaps ahead of us.”

- Purdue President’s Remarks:
  - President Daniels reviewed on-campus and off-campus COVID-19 levels, showing that on-campus infection rates have remained low compared to the surrounding county. Our testing capacity has been increased by 50% and will be available to students before holiday departure. Students will take test kits home with them and must test negative before returning to campus. He also discussed remote work resources that have been launched this semester, as 67% of staff are working at least partially remotely.
  - Provost Akridge discussed spring planning: our target is to offer 70% of courses in face-to-face or hybrid modalities. We will have better scheduling support and more focus on student engagement, and continue to balance student co-curricular activities with public health requirements as we evolve our “new normal.”

- Standing Committees:
  - **Educational Policy Committee**
    - Attendance and teaching engagement in Spring 2021
    - Working with Student Affairs Committee on Resolution: Temporary Elimination of Standardized Test Requirement for Undergraduate Admissions
  - **Equity and Diversity Committee**
    - COVID-19: focus on the disproportionate impacts on faculty, staff, and students
    - Racial justice
    - Amplifying Black scholars
    - Purdue police – use of racial profiling and representation on the force
    - School of Interdisciplinary Studies (SIS) funding
    - Land Acknowledgement statement
    - Accessibility issues with online learning platforms (and proctoring tools) + ergonomics (working from home vs working remotely)
    - Caretaking policies and the differential impact of caretaker burden
Continuing education pertaining to diversity and inclusion for educators at Purdue
- Lactation spaces for students and staff

**Faculty Affairs Committee**
- Faculty burdens and teaching evaluations during the pandemic
- Role of Athletic Affairs Committee
- Organizations issues using Purdue Memorial Union

**Steering Committee**
- Concerns and issues for possible University Senate consideration should be sent to the chair.
- Received a resolution from SAC: Temporary Elimination of Standardized Test Requirement for Undergraduate Admissions. This resolution was forwarded to EPC for review.
- Steering is working on sending Document 19-30 to the Nominating, Faculty Affairs, and Equity & Diversity Committees for their evaluation and recommendations.

**Student Affairs Committee**
- SARS-CoV-2 testing
- Mental Health
- Athletic Affairs Committee
- Students Groups and usage of PMU

**University Resource Policy Committee**
- Visual Arts and Design Committee Composition

**December**
No meeting

*Highlights from the January 2021 – April 2021 meetings are below:*

**January 25, 2021 Report**
Chair remarks. In her remarks, Deborah Nichols, chair of the University Senate, shared some of her expectations for the spring semester and thanked senators for their ongoing work within the campus community during the COVID-19 pandemic.

President’s remarks. President Mitch Daniels highlighted ongoing Purdue initiatives to foster economic growth in the Greater Lafayette area. Daniels reported that recent successes, in particular the business travel created by the growth of the Discovery Park District, place the Purdue airport in a competitive position to lure the return of commercial air service. Daniels also discussed how Purdue is preparing to be a COVID-19 vaccination site for the campus community once a supply of vaccine is made available. A presentation can be found here.

Extension of student grade format change deadlines during Spring 2021. The Educational Policy Committee presented for discussion an extension of the student deadline for changing a course from letter grade to pass/no pass from March 22 to April 30 for the Spring 2021 semester. Similar to Fall 2020, the proposal did not propose changes to any rules regarding how passing grades can be used.
to meet curricular requirements. The rationale proposes that changes will mitigate impairments to student academic performance during the COVID-19 pandemic and cites deadline changes made during the Spring and Fall 2020 semesters as precedent. Senators voted to suspend the rules so that they could vote on the matter after a discussion. Senators passed the resolution.

Extension of student “withdraw/drop” deadlines during Spring 2021. The Educational Policy Committee presented for discussion an extension of the student deadline for withdrawing or dropping a course from March 22 to April 30 for the Spring 2021 semester. The rationale proposes that changes will mitigate impairments to student academic performance during the COVID-19 pandemic and cites deadline changes made during the Spring and Fall 2020 semesters as precedent. Senators voted to suspend the rules so that they could vote on the matter after a discussion. Senators passed the resolution.

Educational Policy Committee student nomination. For the Educational Policy Committee, senators approved the following nominee and proposed term of service: Pratik Kashyap (replacing Vikram Cherupally), Purdue Graduate Student Government, one semester.

University Resources Policy Committee nomination. For the University Resources Policy Committee, senators approved the following nominee and proposed term of service: Kashchandra Ragothama (replacing Jules Janick), Department of Horticulture and Landscape Architecture, one semester.

Senate Equity and Diversity Committee nomination. For the Senate Equity and Diversity Committee, senators approved the following nominee and proposed term of service: Sandra Rossie (replacing Al Heber), Department of Biochemistry, one year.

University Resources Policy Committee nomination. For the University Resources Policy Committee, senators approved the following nominee and proposed term of service: Abigail Engelberth (replacing Richard Meilan), Department of Agricultural and Biological Engineering, one semester.

Composition of the Visual Arts and Design Committee. The University Resources Policy Committee proposed for discussion three changes to the Visual Arts and Design Committee’s representative structure: the addition of a representative from Campus Planning and Sustainability; a shift in the position held by the manager of the visual arts lending collection (or their designee) from advisor to committee member; the replacement of one faculty representative with an at-large representative. Senators voted to suspend the rules so they could vote on the proposal after a discussion. Senators approved the change. Rationale for the changes is available in Senate Document 20-26.

Purdue University budget update. Chris Ruhl, treasurer and chief financial officer, gave an update on the University budget.

February 15, 2021 Report
Chair remarks. In her remarks, Deborah Nichols, chair of the University Senate, spoke of differences between women and men in academia in wages, research funding, research citations and other matters of compensation and recognition. She noted research-confirmed differences in perceptions
of the ability and productivity of women with or without children. Also, she pointed to findings about how the pandemic has affected both men’s and women’s home duties, time for research and general well-being.

President’s remarks. In the absence of President Mitch Daniels, Provost Jay Akridge responded to senators’ presubmitted questions on several subjects. On child care centers, Akridge noted the decision to keep open indefinitely the Patty Jischke Early Care and Education Center and the University’s commitment to increase child care capacity over time, adding that this will require a chance to assess circumstances and need after the pandemic. On anti-racism efforts beyond the current Purdue Equity Task Force, Akridge spoke of expansion of both the Emerging Leader Scholars program and the Purdue Polytechnic High School, as well as of a faculty advisory committee focusing on faculty issues of recognition and recruiting. On COVID-19, he answered a question about why the Protect Purdue COVID Dashboard uses a seven-day positivity rate as opposed to other possible metrics.

Memorial resolutions. Memorial resolutions for Robert E. Montgomery (School of Engineering Education) and Robert E. Zink (Department of Mathematics) were presented. Moments of silence were observed.

University Senate vice chairperson nominations. For the position of vice chairperson for the 2021-22 academic year, the Nominating Committee proposed the following nominees: Colleen Brady, Department of Agricultural Sciences Education and Communication; Erik Otárola-Castillo, Department of Anthropology; David A. Sanders, Department of Biological Sciences. Nominee profiles are available in Senate Document 20-33. Nominee presentations and a vote are to be at the March meeting. Self-nominations are permitted up until the election.

Revisions and updates to the University Senate bylaws. Alexander Francis, chair of the Faculty Affairs Committee, proposed for adoption a revised version of the Senate bylaws. The proposed revisions address a variety of obsolete, redundant and confusing inconsistencies noted in a review initiated by the 2018-19 Senate. Details of the revision process as well as a full list of proposed changes are available in Senate Document 20-35. Discussion was considerable. Francis said he would like to complete this process with a vote in the March or April meeting. If not possible, he would likely withdraw the resolution pending the fall.

Expanding advisor representation on the Educational Policy Committee. Erik Otárola-Castillo, chair of the Educational Policy Committee, presented for discussion a change to Senate Bylaw 5.60 defining the composition of the Educational Policy Committee. The change would increase the number of advisors on the Educational Policy Committee from three to four, appointing the executive director of undergraduate academic advising to the committee with full voting rights. Rationale for the proposed change is available in Senate Document 20-34. A number of factors about how this fits with the approach of the bylaws to advisors were discussed.

Purdue-affiliated and on-campus child care principles. Alexander Francis, chair of the Faculty Affairs Committee, and Audrey Ruple, chair of the Equity and Diversity Committee co-presented for
discussion a list of principles for guiding decisions regarding on-campus and Purdue-affiliated child care services. Including issues of cost, quality and availability, the principles ask that adequate child care be made accessible to the full range of positions and salaries held by Purdue employees. The full rationale and proposal are available in Senate Document 20-37. Numerous speakers affirmed the importance of affordable child care for well-being and recruitment of faculty, staff and graduate students.

Campus mental health resources. Beth McCuskey, vice provost for student life, and Katie Sermersheim, dean of students, presented an overview of mental health resources available on campus.

March 22, 2021 Report
Chair remarks. In her remarks, Deborah Nichols, chair of the University Senate, read an excerpt of a statement by the National Women’s Studies Association on Asian American women’s deaths by homicide in Atlanta. She also noted the changing guidelines for COVID-19 vaccination eligibility. She remarked on factors that hinder or help the effectiveness of shared governance. And she read “Don’t Hesitate,” a short poem by Mary Oliver.

President’s remarks. President Mitch Daniels reviewed some figures from the recent COVID-19 vaccine survey at Purdue, which he said drew 26,700 responses for a very good 47% response rate. Of respondents, 80% to 90% had received a vaccine or planned to do so when eligible. He invited ideas, including incentives, to persuade even more to be vaccinated.

Daniels also addressed remote work and campus office space. In the past year, network logins are down 57%, some buildings have 10% of desk spaces occupied, and parking garages are at 41% of capacity. He called for use of the current performance review process as an avenue for input from any and every employee about the best way to use space for their job -- remote, hybrid or in-person -- or maybe what related factors are in play. He also said one idea is that jobs directly serving students might do well to consider maintaining hours outside the standard 8 a.m.-5 p.m. office hours.

ITEMS FOR ACTION
University Senate vice chair nominations. For the position of vice chair for the 2021-22 academic year, the Nominating Committee proposed the following nominees: Colleen Brady, Department of Agricultural Sciences Education and Communication, and David Sanders, Department of Biological Sciences. Nominee profiles are available in Senate Document 20-33. In a virtual ballot, Brady won election as vice chair.

Expanding advisor representation on the Educational Policy Committee. Erik Otárola-Castillo, chair of the Educational Policy Committee, presented for action a change to Senate Bylaw 5.60 defining the composition of the Educational Policy Committee. The change would increase the number of advisors on the EPC from three to four, appointing an additional advisor to the committee with full voting rights. Rationale for the proposed change is available in Senate Document 20-34. This is a
revision to the proposal submitted at the Feb. 15 meeting. The measure was approved by the necessary two-thirds vote for a bylaw change.

Revisions and updates to the University Senate bylaws. Alexander Francis, chair of the Faculty Affairs Committee, proposed for adoption a revised version of the Senate bylaws. The proposed revisions address a variety of obsolete, redundant and confusing inconsistencies noted in a review initiated by the 2018-19 Senate. Details of the revision process as well as a full list of proposed changes are available in Senate Document 20-35. This is a revision to the proposal submitted at the Feb. 15 meeting. The measure was approved by the necessary two-thirds vote for a bylaw change.

Purdue-affiliated and on-campus child care principles. Alexander Francis, chair of the Faculty Affairs Committee, and Audrey Ruple, chair of the Equity and Diversity Committee, presented for action a list of principles by which to make decisions regarding on-campus and Purdue-affiliated child care services. Including issues of cost, quality and availability, the principles ask that adequate child care be made accessible to the full range of positions and salaries held by Purdue employees. The full rationale and proposal are available in Senate Document 20-37. Senators voted to approve the document.

**ITEMS FOR DISCUSSION**
These items normally will be eligible for action at the next meeting.

Process for documenting discovered or uncatalogued art items on campus. Janice Kritchevsky, chair of the University Resources Policy Committee, presented for discussion a set of guidelines for documenting art items on campus. No such process currently exists. The proposed process, relevant definitions, and a rationale are available in Senate Document 20-40.

Increased access to menstruation products on campus. Audrey Ruple, chair of the Equity and Diversity Committee, proposed for discussion the inclusion of menstruation products and disposal bins in all University bathrooms. The University already makes menstruation products and bins available in women’s and gender-neutral bathrooms. The full rationale and proposal are available in Senate Document 20-38.

Funding for the School of Interdisciplinary Studies. Audrey Ruple, chair of the Equity and Diversity Committee, proposed for discussion a reversal of the intended funding cuts and restructuring of the School of Interdisciplinary Studies. The proposal also requests that all 16 directors of SIS programs be included in future planning meetings regarding SIS. The full rationale and proposal are available in Senate Document 20-39.

Standardized tests and undergraduate admissions. David Sanders, chair of the Student Affairs Committee, and Audrey Ruple, chair of the Equity and Diversity Committee, proposed for discussion the temporary continuation of the University’s “test flexible” approach to evaluating standardized test scores in undergraduate admissions until Fall 2022. The rationale cites inconsistent evaluation of standardized test scores across units as well as effects of COVID-19. The full rationale and proposal are available in Senate Document 20-19.
Introducing a January term (J-Term) to the academic calendar. Erik Otárola-Castillo, chair of the Educational Policy Committee, presented for discussion the introduction of a January term (also called a winter term or J-Term) to the University’s academic calendar. Having received a proposal from a dedicated working group, the EPC has asked the Senate to develop those findings with a goal of initial implementation during the 2022-23 winter term. Rationale for the proposed change is available in Senate Document 20-43, and the working group’s full proposal is available here.

Resolution about increased aid for public higher education from the U.S. government. Erik Otárola-Castillo, chair of the Educational Policy Committee, presented for discussion a resolution calling on the U.S. Congress to allocate increased emergency funds to public higher education. The proposal cites the United States’ recent economic stimulus efforts and findings by the American Council on Education. Several officials said it is not yet clear how much the newly passed stimulus law will help higher education. The resolution’s rationale is available in Senate Document 20-41.

Addition of an Election Committee to the University Senate. David Sanders, chair of the Student Affairs Committee, presented for discussion the addition of an Election Committee to the University Senate structure. The committee would oversee and conduct all elections and reported findings. The primary reason for the proposal is to separate the nominating and electoral functions. The proposal is available in Senate Document 20-42.

*University Senate’s meeting started on April 19, 2021 and continued and adjourned on May 3, 2021.*

Chair remarks. In her remarks, Deborah Nichols, chair of the University Senate, began with traits of fairy tales, particularly how they recognize life’s pain but affirm its worth and hope. But some bullies acknowledge only themselves as the authority of their lives. In response, others can set limits, resist the urge to retaliate, cultivate compassion (up to a point) and even seek transformative change. Nichols quoted Tolstoy’s remarks about an arrogant person’s belief in their own perfection, and “This is the chief harm of arrogance. It interferes with the person’s main task in life — becoming a better person.” Nichols thanked the members for hard work in an unusual year.

President’s remarks. President Mitch Daniels noted the women’s volleyball team’s advance to the final eight in the NCAA tournament. He then announced the plan for a child care center to be built near the 2550 Northwestern Ave. building and completed in 2022. He gave an update on COVID-19 vaccinations at the campus clinic, saying that by May 18 it will have fully vaccinated 18,200 Boilermakers. Surveys are showing that more than 90% of faculty, staff and students have or plan to have vaccinations. Daniels announced the trustees’ plan to adopt a civics literacy graduation requirement to take effect this fall.

Memorial resolutions. Memorial resolutions for George M. Bodner (Department of Chemistry) and Janice M. Lauer (Department of English) were presented.

Educational Policy Committee nominations. For the Educational Policy Committee, senators approved the following nominees and proposed terms of service: Eric Kvam, School of Materials
Engineering, three years; Alice Pawley, School of Engineering Education, three years; Antônio Sá Barreto, Department of Mathematics, three years; Jeffrey Watt, Department of Mathematics (IUPUI), three years.

Equity, Diversity, and Inclusion Committee nominations. This committee was renamed from Equity and Diversity Committee in March as part of a general updating of the Senate’s bylaws. For the Equity, Diversity, and Inclusion Committee, senators approved the following nominees and proposed terms of service: Ximena Bernal, Department of Biological Science, three years; Brian Leung, Department of English, three years; Oana Malis, Department of Physics and Astronomy, three years.

Faculty Affairs Committee nominations. For the Faculty Affairs Committee, senators approved the following nominees and proposed terms of service: Signe Kastberg, Department of Curriculum and Instruction, three years; Brad Kim, Department of Animal Sciences, three years; David Koltick, Department of Physics and Astronomy, three years; Christine Rienstra-Kiracofe, Department of Educational Studies, three years; Susan South, Department of Psychological Sciences, three years.

Nominating Committee nominations. For the Nominating Committee, senators approved the following nominees and proposed terms of service: Robert Nowack, Department of Earth, Atmospheric, and Planetary Sciences, three years; Qifan Song, Department of Statistics, three years; Mario Ventresca, School of Industrial Engineering, three years.

Student Affairs Committee nominations. For the Student Affairs Committee, senators approved the following nominees and proposed terms of service: Brad Alge, Department of Management, three years; Erika Kaufmann, Department of Mathematics, three years; David Sanders, Department of Biological Sciences, three years.

University Resources Policy Committee nominations. For the University Resources Policy Committee, senators approved the following nominees and proposed terms of service: Yingjie (Victor) Chen, Department of Computer Graphics Technology, three years; Alan Friedman, Department of Biological Sciences, three years; Lori Hoagland, Department of Horticulture and Landscape Architecture, three years; Juan Sesmero, Department of Agricultural Economics, three years; Tony Vyn, Department of Agronomy, three years; Ann Weil, Department of Veterinary Clinical Services, three years.

Steering Committee nominations. For the Steering Committee, senators voted to fill two seats from among four nominees and elected, each for three years of service, Julie Liu, Davidson School of Chemical Engineering; and Shannon McMullen, Patti and Rusty Rueff School of Design, Art, and Performance.

Standing committees advisor nominations. As advisors to existing committees, senators approved the following nominees and proposed terms of service and committee: Beth McCuskey, Office of Vice Provost for Student Life, one year, Student Affairs Committee; Sandy Monroe, Undergraduate Academic Advising, three years, Educational Policy Committee.
Process for documenting discovered or uncatalogued art items on campus. Janice Kritchevsky, chair of the University Resources Policy Committee, presented for a vote a set of guidelines for documenting art items on campus. No such process currently exists. The proposed process, relevant definitions and a rationale are available in Senate Document 20-40. The proposal was approved.

Increased access to menstruation products on campus. Audrey Ruple, chair of the Equity, Diversity, and Inclusion Committee, proposed for a vote the inclusion of menstruation products and disposal bins in all University bathrooms. The University already makes menstruation products and bins available in women’s and gender-neutral bathrooms. The full rationale and proposal are available in Senate Document 20-38. This was a revision to the proposal submitted at the March 22 meeting. The proposal was approved. Stickers and magnets are being placed to mark bathrooms where menstruation products are available.

Funding for the School of Interdisciplinary Studies. Audrey Ruple, chair of the Equity, Diversity, and Inclusion Committee, proposed for a vote a statement requesting reversal of the intended funding cuts and restructuring of the School of Interdisciplinary Studies. The proposal also requests that all 16 directors of SIS programs be included in future planning meetings regarding SIS. The full rationale and proposal are available in Senate Document 20-39. This is a revision to the proposal discussed at the March 22 meeting. The proposal was approved.

Standardized tests and undergraduate admissions. David Sanders, chair of the Student Affairs Committee, and Audrey Ruple, chair of the Equity, Diversity, and Inclusion Committee, proposed for a vote the temporary continuation of the University’s “test flexible” approach to evaluating standardized test scores in undergraduate admissions until Fall 2022. The rationale cites inconsistent evaluation of standardized test scores across units as well as effects of COVID-19. The full rationale and proposal are available in Senate Document 20-19. The proposal was amended and approved as amended.

Introducing a January term (J-Term) to the academic calendar. Erik Otárola-Castillo, chair of the Educational Policy Committee, presented for a vote a statement supporting the introduction of a January term (also called a winter term or J-Term) to the University’s academic calendar. Having received a proposal from a dedicated working group, the EPC has asked the Senate to develop those findings with a goal of initial implementation during the 2022-23 winter term. Rationale for the proposed change is available in Senate Document 20-43, and the working group’s full proposal is available here. The Senate proposal was amended to support study of the matter, rather than to support an outcome. The amended proposal was approved.

Addition of an Election Committee to the University Senate. David Sanders, chair of the Student Affairs Committee, on his own behalf as a senator presented for a vote the addition of an Election Committee to the University Senate structure. The committee would oversee and conduct all elections and reported findings. The primary reason for the proposal is to separate the nominating and electoral functions. The proposal is available in Senate Document 20-42. The proposal, which involved a change to the bylaws and thus required a two-thirds vote, was voted down.
Required QPR (Question Persuade Refer) suicide prevention liaisons. On behalf of the Purdue Student Government Mental Health Action Week Committee, Grace Brooks, Purdue Student Government senator, and Assata Gilmore, Purdue Student Government president, proposed for discussion that each department should acquire and maintain a liaison trained in QPR suicide prevention techniques. According to the proposal, the liaison will “serve as a resource for students, faculty, and staff within the department and will promote opportunities for QPR certifications throughout the academic school year.” Details and rationale for the proposal are available in Senate Document 20-45. As an item for discussion, this can be eligible for action at the next Senate meeting.

University land use acknowledgement. Audrey Ruple, chair of the Equity, Diversity, and Inclusion Committee, proposed for discussion that a statement acknowledging that the University’s campus is on traditional homelands of Indigenous peoples be posted on the Senate website, be read at each Senate meeting and be included in the “recommended” section of the University syllabus template. The proposal also recommends waived and reduced tuition rates for peoples of recognized Indigenous tribes. Details and rationale for the proposal are available in Senate Document 20-55. The Senate voted to suspend the rules and take a vote on this matter at this meeting, and the proposal was approved.

Recognizing faculty efforts in diversity and inclusion efforts in promotion, annual reviews and raises. Audrey Ruple, chair of the Equity, Diversity, and Inclusion Committee, proposed for discussion that work by faculty in areas of diversity and inclusion be given explicit consideration in promotion, annual review and raise decisions, as appropriate. Details and rationale for the proposal are available in Senate Document 20-56.

Election Day as a no-instruction day of civic service. Assata Gilmore, Purdue Student Government president, proposed for discussion that on presidential election days, Purdue not hold classes and instead arrange opportunities for civic service. A motion to suspend the rules and allow a final vote was defeated. Several senators expressed a need for more reflection, consultation and discussion. The proposal is available in Senate Document 20-57.

ITEMS STILL TO BE CONSIDERED
These items were not heard April 19 due to the late hour. The meeting recessed at 5:30 p.m., having approved a motion to continue at 2:30 p.m. Monday (May 3).

Academic regulations update. Purdue Student Government is to bring this item, listed as Senate Document 20-58, for discussion. By the proposal, the University Senate would request requiring faculty to provide up-to-date grade status twice during a semester, including once before the final date to withdraw. Also, the change would expand the range of courses subject to the regulation to all 10000-59999 courses. Items for discussion typically are eligible for action at the next Senate meeting, which is scheduled for Sept. 13.

Academic regulations update for reading week policies. Purdue Student Government is to bring this item, listed as Senate Document 20-59, for discussion. The proposal has the support of the Senate’s Educational Policy Committee. The proposal would define types of “assessments,” regulate lecture
time in the final week of classes and prohibit comprehensive final examinations for all courses except during the regular final examination period. Items for discussion typically are eligible for action at the next Senate meeting, which is scheduled for Sept. 13.

Sustainability report. Jay Akridge, provost, and Michael J. Gulich, director of campus planning and sustainability, are to present a report on a sustainability master plan. Graphics in the presentation are in a sustainability PDF file on the Senate meeting site.

**K. University Senate (Faculty Committee): Staff Appeal Board for Traffic Regulations – Submitted by Michael Springer, MaPSAC Representative(s)**

**Representative(s)**
- From January 2019-May 2020 Annette Watters was the representative.
- From June 2020-May 2021 Michael Springer was the primary representative and Wesley Shoop was the backup representative.

**Description:**
The board hears and determines the disposition of all appeals made to it regarding traffic regulation violations and related fines.

**Report:**
Since October 2020:
- Met 12/10/2020:
  - 4 appeal cases heard – 3 upheld, 1 changed to warning
  - No meetings from March-May 2020 or Aug-Oct, due to no appeals
- Met 3/25/2021:
  - 1 appeal case heard – 1 upheld
  - Nominations for committee chair held, current chair Roy Dejoie remains for next year
- Will meet 5/6/2021
  - Will hear at least 2 appeal cases

**L. University Senate Advisory Committee – Submitted by Stacey Baisden, MaPSAC Representative(s)**

**Representative(s):**
- From January 2019-May 2020 Danny Vukobratovich is the primary representative and Stacey Baisden is the backup representative.
- From June 2020-May 2021 Stacey Baisden is the primary representative and Cameron Ward is the backup representative.

**Description:**
This committee shall meet on call of the chairperson of the Senate, the President, the Board of Trustees, or at the request of any three members of the committee; to advise regarding any matter of concern to the faculty.

Report:
No report is available.

M. University Senate: Committee for Sustainability – Submitted by Anna Subramaniam, MaPSAC Representative(s)

Representative(s):
- From January 2019-May 2020 Eric Johnson was the primary representative and Alex Gulik was the backup representative.
- From June 2020-May 2021 Anna Subramaniam was the primary representative and Kelsey Chapman is the backup representative.

Description:
The purpose of the committee shall be to set five-year goals to advance the sustainability of the university, guided by Purdue University’s Sustainability Strategic Plan including but not limited to reducing overall energy consumption and transitioning to greater utilization of clean and renewable sources of energy, determine measurable objectives for achieving these goals, and evaluate progress in meeting the objectives.

Report:
The committee began its work during the COVID-19 pandemic, which meant that we met only remotely, late in the fall semester, and with many competing interests. We went through much of the year with no representatives from PNW, PFW, or IUPUI; in March, we contacted the secretary of the faculties for help filling these roles, and hope to have a full committee by August 2021. We focused our few monthly meetings on getting organized, as there seemed to be little infrastructure that carried over from the 2019-20 committee. We have set up a Microsoft Teams site, got all committee members access, and started taking notes at meetings. We amassed some historical documents, including the Purdue AASHE STARS certification report, some data reports last year’s committee produced on sustainability-related grants on campus, courses, citations of research papers published about sustainability.
We reviewed the legislation that brought this committee into existence in 2018 (Senate document 17-16), which declared the following:
- Purdue develop a strategic plan that sets goals placing us in the top quartile of Big 10 institutions and commits to achieving those targets;
- Purdue adopt a transparent reporting framework (AASHE STARS or similar) to measure our performance against these targets;
- These sustainability goals become an integral part of master planning for the campus;
- Purdue make any investment in sustainable outcomes that can be expected to show a positive financial return over a 10-year time period, both as means for achieving
the goals of the strategic plan and as part of a general commitment to sustainability and fiscal prudence;

e. The Provost and the Chief Financial Officer make yearly reports to the Purdue Senate on the academic, physical, and financial aspects of the sustainability plan, outlining progress and describing both future prospects and any difficulties in achieving the goals in the strategic plan.

*From Director of Campus Planning and Sustainability Michael Gulich, we learned that*

a) had been completed and released in 2020 – the plan is online here (www.purdue.edu/physicalfacilities/sustainability/sustainability-master-plan/index.html), although it is not a “full spectrum” plan.

b), Purdue had received AASHE STARS certification in 2013. This certification is online here (https://reports.aashe.org/institutions/purdue-university-in/report/2013-03-27/) but expired in 2016, and Purdue needs to reapply in order to be recertified. However, when Purdue applied in 2013, the certification involved extensive data collection which was accomplished through staff support from the Office of Sustainability over the course of a calendar year. However, due to staff departures from the Office of Sustainability just before the start of the pandemic, and the hiring freeze resulting from the pandemic, the Office has only a director and a couple of undergraduate student interns. If this certification is important to Purdue, as it appears to the committee, then the administration should provide the staffing to enable its annual completion on a timely basis.

c), we know that Michael Gulich is director of both campus planning and sustainability. However, his office is understaffed.

d), we have made no progress as a committee exploring how the campus is meeting this point.

e), we contacted the Office of the Provost and asked that they plan to brief the University Senate, given that there had not been any such reports in the last 2 years at least. We connected Candiss Vibbert, in the Office of the Provost, and Libby Richards, chair of the steering committee which sets the agenda for the University Senate, and understand that the Provost will give a 5 minute presentation at the April 2021 meeting. We intend to help ensure that this be an annual presentation.

*Summary of Meetings*

In our January meeting (when we started to take notes), we discussed the idea of finding out what other senate-affiliated sustainability committees did. Michael Gulich contacted his colleagues through the Big10 Sustainability Directors group and soon we were invited to attend a meeting of those directors. However, as of the beginning of April, that group still has not scheduled a time to meet.

In our February meeting, we discussed what we saw as our charge given our relationship to the Senate, and our understanding of the obligations of shared governance. We thought it important to communicate our constituents’ interest in sustainability to the administration, and decided to talk
with students about what their concerns were about sustainability. We started to coordinate the annual presentation of the provost to the Senate.

In our March meeting, we heard from student sustainability activists at the Purdue-West Lafayette campus about the carbon neutrality initiative, and were invited to attend their Sustainability Student Leadership Summit to be held April 15 6-8 pm. We will send a representative to report back in May meeting.

Our April meeting was rescheduled for the first week of May, and intends to discuss strategic planning for next AASHE STARS certification.

*Recommendations and Planning for 2021-22*

At this point in our schedule, the committee makes the following recommendations to the University Senate, via the URPC:

- The committee sees staffing the Office of Sustainability at pre-pandemic levels as critically important, and urges the administration to make increasing staffing a high priority.

At our May meeting, we will discuss priorities for 2021-22; however, at this point, the committee intends to:

- Help facilitate the annual report of the Office of the Provost and chief financial officer to the Senate,
- Explore expanding coverage of the campus strategic plan to other areas, including plastic, battery recycling etc.

*Proposed meeting Topics for Committee*

Summer 2021: meet as needed, elect chair
August: strategic planning, select officers, onramp for new committee members
September: report from PWL, student organizations
October: report from PFW representative
November: report from PNW representative
December: no meeting
January: report from IUPUI representative
February: request to steering committee for time on April meeting for Provost report, begin annual report
March: vote on annual report, send to URPC
April: annual presentation to the Senate on sustainability by the Office of the Provost

**N. University Senate: Equity and Diversity Standing Committee – Submitted by Deidre Bush, MaPSAC Representative(s)**

Representative(s):

- From January 2019-May 2020 Deidre Bush was the representative.
- From June 2020-May 2021 Deidre Bush was the primary representative and Dean Brusnighan was the backup representative.
Description:
The Senate’s Equity and Diversity Committee shall provide guidance in all aspects of climate, recruitment, retention, inclusion, and equal opportunities for access and success.
www.purdue.edu/senate/standing-committees/equity/index.php

Report:
University Senate: Equity and Diversity Standing Committee 2020 Annual Report information:
During the 2019-20 and 2020-21 academic years, De Bush served as the MaPSAC representative on the Equity and Diversity Committee (a standing committee of the University Senate). The MaPSAC member is Advisory to the Standing Committee with voice and vote on the committee. During this time, De worked with the committee and the committee chair to develop and pass resolutions regarding diversity, inclusion, and equity especially regarding staff at Purdue. These resolutions can be found on the Senate website. www.purdue.edu/senate/calendar/index.php

O. University Senate: Faculty Compensation & Benefits Committee – Submitted by David Huckleberry, MaPSAC Representative(s)

Representative(s):
- From January 2019-May 2020 Danielle Latta was the primary representative and David Huckleberry is the backup representative.
- From June 2020-May 2021 David Huckleberry was the primary representative and Kirsten Gibson was the backup representative.

Description:
The committee undertakes a continuing study of the policies relating to both direct and indirect compensation and benefits of the faculty. The committee reports to the president through the Faculty Affairs Committee (FAC) and the Senate. The committee consists of five faculty members and three liaison representatives appointed by the president.

Report:
The committee only met two times in the last year, due to the COVID pandemic. Candace Shaffer and Michael Piercefield, of LHD Benefit Advisors, a consultant for the University, have presented the committees a comprehensive look at how HR puts together medical benefits plans. This includes the survey of employees on the current benefits, as well as statistics on costs of medical claims to the employees and University, and how these costs compare to the past. In May, Shaffer and Piercefield showed the committees potential options for medical insurance plans for next year. Then we heard from them again in July, prior to the official recommendations being made to the Board of Trustees.

The committees have asked many questions and have provided input on everything Shaffer and Piercefield have presented. In addition, the committee has made several different suggestions for HR to consider when putting together the final medical benefits options. This is all part of an effort to be proactive on changes, and not reactive.
P. University Senate: Parking & Traffic – Submitted by Stephanie Winder, MaPSAC Representative(s)

Representative(s):

- From January 2019-May 2020 Stephanie Winder was the primary representative and Joe Levell was the backup representative.
- From June 2020-May 2021 Stephanie Winder was the primary representative and Jaclyn Palm was the backup representative.

Description of Committee:
The committee shall make a continuing systematic review of parking and traffic needs and possible solutions in the light of the University growth, faculty and student needs, and campus beautification, including regulations for the control of parked vehicles and traffic flow. It shall recommend policies for parking and traffic movement. It shall advise the president on plans and regulations for parking and traffic movement.

Report:
In Spring 2020 we met monthly on the last Thursday of each month from January - April. With meetings in-person in January and February and via WebEx in March and April. In Fall 2020 and Spring 2021 we met via Microsoft Teams in October, November and December, February, March and April.

Reports are presented each month from:

- CityBus showing ridership and routes. Route changes were made due to Covid 19 and construction projects, as well as the closing of Third Street to automotive traffic.
- Chief John Cox with a police report of parking issues and public awareness of biking, walking and scooter uses. They are now working to figure out how to deal with speed limits for bicyclists who are speeding down Third Street endangering pedestrians, other cyclists and skateboard/scooter users.
- Garages and parking lot usage is down due to less staff/faculty on campus. This will create additional revenue issues.
- Manager’s report with Ryan Gallagher with general campus traffic flows, parking areas, communication regarding upcoming events, traffic patterns and road changes to campus
- QR code posters were placed in parking garages in March 2021 for individuals to be able to immediately report issues. A few reports are coming in and if they are for other departments (such as reports of overgrown bushes) they are being routed to the correct department.
- The committee needs a new faculty head and a search is underway for one.

Q. University Senate: Vision Arts and Design Committee – Submitted by Anthony Mull, MaPSAC Representative(s)

Representative(s):
From January 2019-May 2020 Cameron Ward was the primary representative and Michael Springer was the backup representative.

From June 2020-May 2021 Anthony Mull was the primary representative and Amanda Emmons was the backup representative.

Description:
The Senate’s Vision Arts and Design Committee shall study and promote a heightened cultural atmosphere on campus through the visual arts in cooperation with appropriate academic departments and/or campus organizations. It shall plan and develop a program of acquisition, maintenance, and display of arts and artifacts for the University that will create an atmosphere in which students, staff, and citizenry can gain a heightened appreciation of the diversity of visual art forms and its creators.

Report Covers September 2020 – December 2020:
This process is still in the draft format and has not been approved or instituted as policy at this time. Our committee will continue refining this process for approval in the 2021 Spring Semester.

The Vision Arts and Design Committee has been working on the following guidelines to ensure all art works on the West Lafayette campus are documented and recorded appropriately:

Objective
This set of guidelines serves as a process to ensure discovered or uncatalogued items on Purdue campus are directed to the appropriate program or department.

Reason for Guidelines
There is no process or contact information available to the public or the University regarding the appropriate department or program for which found art item(s) should be housed long term. Documenting and cataloguing items ensures that they will be covered by the University’s insurance policy in case of damage, theft or loss.

Procedure
The Committee will strive to follow the below guidelines when approached about an item whenever possible. However, Purdue University retains the right to address discovered or uncatalogued items on an individual base. (Work in progress)

Process Guidelines
When uncatalogued art items are discovered on the West Lafayette Purdue University campus, it is recommended items be brought to the Visual and Arts Design Committee. The Visual Arts and Design Committee will use the below guidelines to make a recommendation for what department the item should go to. Once the Committee makes a recommendation, the receiving department on campus will use its own collection policy to decide if the item(s) fit their mission and will be housed and cared for long term within that program/department.
Step 1: Item is brought to the attention of the Visual Arts and Design Committee (VADC)
Step 2: VADC consults both the Purdue Galleries and the Purdue Libraries Archives and Special Collections to see if the item falls under either of their collection policies
Step 4: If the item is not a good fit for either department because of the nature of the item, such as an outdoor sculpture, Purdue Campus Facilities is consulted
Step 5: If the item does not fit into any of the above collection policies, and all those consulted, and VADC, agree the item should go to either Individual Departments or Units, individual departments or units are consulted, including:
  - Academic Areas
  - Athletics
  - Student Organizations
  - Development
Step 6: Lastly, the VADC makes their recommendation and the receiving department decides if the item fits into their collection policy and agrees to take responsibility for it
Step 7: Depending on the nature of the work, and where the item finds a home, VADC can consult Facilities to see if it is appropriate for Facilities to help place the item and develop a maintenance plan

5. OTHER COMMITTEE/TASK FORCE REPORTS

Throughout the year MaPSAC members are asked to serve on additional university-wide committees that are a one-time commitment. These members provide their personal perspective, reports to MaPSAC, and an opportunity for MaPSAC members to give feedback on topics under consideration.

A. Advisory Committee on Equity – Submitted by Michael Springer, MaPSAC Representative(s)

Representative(s)
  - From January 2019-May 2020 Michael Springer was the primary representative and Kirsten Gibson was the backup representative.
  - From June 2020-May 2021 no longer active

Description:
Members of this group are called in times of need to serve on a three-person panel to advise a Chancellor, a Dean of Students, or the Director of the Office of Institutional Equity in regards to Purdue’s Procedures for Resolving Complaints of Discrimination and Harassment. Members of this committee need not be members of MaPSAC.

Report:
No report is available.
B. Bicycle Advisory Group – Submitted by Dean Brusnihan, MaPSAC Representative(s)

Representative(s)
- From January 2019-May 2020 Dean Brusnihan was the primary representative and Jason Fitz-Simmons was the backup representative.
- From June 2020-May 2021 no longer active

Description:
Charged with increasing the convenience of bicycling on campus, with a primary focus on bicyclist, motorist, and pedestrian safety.

Report:
There were no Bicycle Advisory Group meetings held during Summer/Fall 2019 or Spring/Summer 2020. In January 2020, this committee was absorbed back into the Parking and Traffic committee for the time being while the committee works through the new Parking and Transportation master plan.

C. Campus Safety Relations Committee – Submitted by Bill Fornes, MaPSAC Representative(s)

Representative(s):
- From January 2019-May 2020 Greg McClure was the primary representative and Bill Fornes was the backup representative.
- From June 2020-May 2021 no longer active

Description:
Reviews ideas and ways to increase safety on campus.

Report
No report is available.

D. De-Densify Campus/Remote Work Best Practices Group – Submitted by Malissa Ayala, MaPSAC Representative(s)

Representative(s):
- From June 2020-September 2020 the representatives were Malissa Ayala, Wesley Shoop, and Danny Vukobratovich

Description:
Work Stream 1 Resources for Remote Managers and/or Staff
Expectations:
- Review current resources and determine what additions/edits we need
- Create a checklist for remote workers (helps determine if remote work is suitable/safe)
- Provide a recommendation on work hours (should this be enforced university-wide or guidelines for divisions to use and adapt to their specific operation?)
- Do we need an official policy or will guidelines/best practices be enough?

Report:
The committee actively met prior to the beginning of the fall term to develop a set of best practices and resources to assist both staff and supervisors with transitions to remote or other types of hybrid working environments. The committee was spearheaded by Sasse Steele and MaPSAC members served on Work Stream 1, Resources for Remote Managers and/or Staff (three additional working groups also met that looked at other topics). In our roles, we were able to review content and generate ideas that would serve to assist staff moving to remote work. This included best practices, creating safe working spaces, engaging with staff, policy and agreement for staff and supervisors and a website redesign. After the launch of the new resources, the committee has continued to provide feedback on materials and offer comment on additional campus communications regarding remote work as it develops. With a strong focus on the health and safety of its employees, this committee has been a collaborative effort working to provide clear and effective resources that recognize the challenges staff have faced.

E. Equity Task Force Working Group – Submitted by Stacey Baisden, MaPSAC Representative(s)

Representative(s):
- From September 2020-December 2020 Stacey Baisden was the representative.

Description:
The Purdue Equity Task Force is charged with developing a plan with specific actions to ensure all members of the university community have the opportunity to experience all Purdue has to offer equitably, focusing on structural and environmental barriers to success for students, faculty, and staff of color and initially focusing on the specific experiences of Black Boilermakers. Past investments, initiatives, and work by many have attempted to help the Purdue system make progress in becoming more diverse and inclusive. That said, this progress has been slow for people of color, and is especially lacking for Black faculty, staff and students. The charge of the task force is to review the current state of equity on the Purdue West Lafayette Campus and the past and present investments and initiatives designed to support more equitable experiences and opportunities across the campus. The task force is also charged with ensuring that past initiatives remain the right ones while simultaneously recommending new or alternate strategies if its findings so suggest.

Report:
See Appendix B.
F. New Employee Experience Program – Submitted by Amanda Emmons, MaPSAC Representative(s)

Representative(s):
• From January 2021-May 2021 the primary representative was Amanda Emmons.

Description:
The committee helped Human Resources build a plan for a new employee experience through their first year at the university. The committee’s main goals were to brainstorm ideas, identify best practices, and identify items that are not working.

Report:
No report is available.

G. Protect Purdue Task Force – Submitted by Stacey Baisden, MaPSAC Representative(s)

Representative(s):
• From June 2020-May 2021 the representatives were Stacey Baisden and Cameron Ward.

Description/Report:
The MaPSAC Chair and Vice Chair began attending Protect Purdue meetings with Provost Akridge and other leaders across campus weekly in Summer 2020. The other leaders within the Protect Purdue meetings were the Chair and Vice Chair of CSSAC, the Chair and Vice Chair of the University Senate, the President and Vice President of the Purdue Student Government Association, and the President of the Graduate Student Government Association. Within the Spring 2021 semester, the leaders decided collectively to meet every other week. These meeting are specifically Protect Purdue meetings where thoughts and insight were shared to senior administration. During these meetings, the Chair and Vice Chair worked with senior administration to provide feedback from Management and Professional staff at Purdue University.

Through the Protect Purdue meetings MaPSAC helped University Senate create campus-wide surveys to gauge the remote working transition. Through the surveys MaPSAC helped contribute to town hall meetings and advise senior administration on the challenges that Management and Professional staff were facing.

H. Total Rewards Committee/Statement – Submitted by Brittany Stephens and Amanda Emmons, MaPSAC Representative(s)

Total Rewards Committee
Representative(s):
• From January 2019-May 2020 Brittany Stephens was the representative.
• From June 2020-December 2020 Amanda Emmons was the representative.
Description:
The purpose is to create a personized statement of compensation for each employee. This will include pay bands, insurance elected to take, PTO, other benefits such as Purdue Global or tuition benefits. Will look at Purdue Perks and incorporate this into the rewards statement as well.

Report:
Kick off Meeting 8/20/2019
Attendees: Ashley Thompson, Gail Holzer, Tiffany Weatherford, Connie Ratcliff, Rhonda Greear, Kara Bohlinger, Vanessa Mettler
- Introductions
- What is a Total Rewards Statement? Personalized statement that summarizes the total value of an employee's compensation (health, retirement, medical, time off, etc.)
- Ohio State Example: https://hr.osu.edu/wp-content/uploads/trs-sample-C.pdf

Summary of the project
- Project Plan
  - Goal for completion is March 31
  - Task between now and next Tuesday is to identify which components we want to show
  - Assign 2-3 people benchmarking task
    - Gail reaching out to a SAP user group, cousin at Google
    - Connie reached out to daughter (Great Wolf Lodge)
    - Sasse reaching out to colleges
  - Quick white board session on the components
  - Potential pitfalls to consider
  - Questions for Bill Bell
    - Confirm staff only or will faculty be included (ben eligible employees?)
    - Outside resources or all in-house?
    - How do we strike a balance between giving too much/too little information?
  - Action items:
    - Gail, Connie, Sasse – reach out to other industries/universities to learn their pros/cons when implementing a total rewards statement
    - Gail- send out a list of all wage types so we can determine what we think should be included in the rewards statement
    - Kara/Vanessa – think about offerings on your campuses that may different from our campus
    - Sasse- schedule meeting for late September

Meeting on 9/17/19
Goal: Creating a snapshot of all perks/benefits for every employee
  - Reached out to all of Big Ten; only a few schools have done this
  - Sasse to meet with John Larhman to start pulling data for each employee
- Potential issue; people might not understand the timeline of data being pulled and when the information is shared with the individual
  - Tier for the premium increase will be based on July data in the future
  - Critical to ensure employees understand the data and understand the benefit timeline that correlates with the statement
- Also working to determine how to capture PTO within this statement

**Total Rewards Statement**

**Representative(s):**
- From June 2020-until completion of project (project was completed in October 2020) Amanda Emmons was the representative.

**Description:**
In March 2020 the Total Rewards Statement was put on hold due to the COVID-19 pandemic. In September 2020, HR contacted MaPSAC to review a sample of the full total rewards statement.

**Report:**
See Appendix A – Benefits Statement Final Version

1. **Vendor for Dental Provider – Submitted by Stacey Baisden, MaPSAC Representative(s)**

   **Representative(s):**
   - From January 2021 – April 2021 Stacey Baisden was the representative.

   **Description:**
   The benefits department released a RFP for our dental provider, currently Anthem BCBS. A committee was formed to review the RFP, consider the bidders and decide on results. The commitment includes reviewing the RFP prior to release, reviewing the submissions and providing input, feedback and review through committee meetings.

   **Report:**
   No report is available.

2. **Vendor for Employee Assistance Program – Submitted by Michael Springer, MaPSAC Representative(s)**

   **Representative(s):**
   - From September 2020-until completion of project Michael Springer was the representative.

   **Description:**
   Vendor for Employee Assistance Program (EAP) services. This is a committee that will put out a RFP for vendors to bid on the business with Purdue.
The responsibilities of the committee:

- Review the proposal that will be put out for vendors to respond to – provide input to benefits – allow for a few hours
- Sign procurement confidentiality statement – information learned about the vendors and Purdue process are not to be shared outside the committee
- Attend review meetings
  - Initial review – typically 2 hours
  - Finalist presentations – one full day
  - Best and final – allow for up to four hours
- Complete score card for procurement to tally results

Report:
EAP committee formed and first met in October 2020, tasked with selecting a vendor for EAP services. We have since coordinated with HR and Purdue Today on series of articles relating to Mental/Behavioral Health and the offerings available to all PU Faculty & Staff.

The RFP for new vendor services was issued in late October, and responses will be reviewed for evaluation in Mid-December. From there (dates TBD) we will have further discussions on received proposals, move into Virtual Presentations from the vendors, and work to identifying award recommendations for implementation.

6. REGIONAL CAMPUS REPORTS

Members from each regional campus submitted reports from their respective MaPSAC committees.

A. Purdue Fort Wayne – Submitted by Regina Gordon, MaPSAC Representative(s)

Representative(s):
- From January 2019-May 2020 Regina Gordon was primary representative and Vanessa Mettler was backup representative
- From June 2020-May 2021 Regina Gordon was primary representative and Vanessa Mettler was backup representative

Description:
Members from each regional campus attending and report the activities of their respective MaPSAC committees.

Report: January 1, 2020-December 31, 2020

Purpose:
The purpose of All Professional Staff Advisory Council (APSAC) Steering Committee of Purdue University Fort Wayne shall be:
To serve as a formal communications link with the Chancellor to effectively present and champion administrative staff views, positions, and interests;
To serve as a consultative body for the Chancellor on matters of policy affecting the operation of the campus;
To serve as a formal means of communication among administrators of Indiana University--Purdue University Fort Wayne.

**APSAC Administrative Excellence Award:**

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<thead>
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<tr>
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<td>Cost of Plaques (2)</td>
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**Professional Development Leadership Activities:**
- November debriefing of the October 2020 Pursuing Racial Justice
- Professional development workshop provided by WL Diversity & Inclusion Department by Nastasha Johnson

**APSAC Scholarships:**

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<tr>
<td>Total Amount Awarded</td>
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<td>Total Individuals Awarded</td>
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**Activities:**
- APSAC Name Change from Administrative & Professional Staff Advisory Council to: All Professional Staff Advisory Council
- Formed the Retiree Consultant Group and accepted Larry Temenoff as the first member of the group.
- Developed an APSAC welcome card to be added to the new employee welcome packet.

**APSAC Council Members:**

- President – Doug Hess
- President Elect –
- Secretary – Sharon Wight
- Treasurer – Christina Egbert
- Parliamentarian –
- At-Large Members
  - Regina Gordon (WL rep – primary)
  - Vanessa Mettler (WL rep – secondary)
  - Courtney Sullivan
  - Ranada Clark
  - Kris Frye

- Crystal Milton
- Renan Reilly
- Roberta Shadle

**APSAC Fundraising Committee:**

- Karla Yauchler

**APSAC Professional Development Committee:**

- Regina Gordon
- Kristine Frye
- Crystal Milton
**APSAC Scholarship Committee:**
- Kristine Frye
- Roberta Shadle

**APSAC Consultants Group:**

**PFW Committees with APSAC Involvement:**
- Budgetary Affairs Subcommittee: Crystal Milton
- Campus Master Plan: Doug Hess
- Campus Traffic Appeals: Bobby Shadle
- Chancellor’s Diversity Council: Ranada Clark
- Employee Recognition & Excellence Award: Courtney Sullivan & Karla Yauchler
- Faculty Senate: Doug Hess
- Food Service Committee: Vanessa Mettler
- Well-being Team: Christina Egbert
- Mastodon Athletic Subcommittee: Doug Hess
- New Member Information Committee: Renan Reilly
- Strategic Planning Committee: Doug Hess
- Summerfest: Deferred
- University Budget: Doug Hess
- University Council: Doug Hess
- University Resource Policy Committee: Sharon Wight
- West Lafayette Representatives: Regina Gordon & Vanessa Mettler
- PFW Prepared Committee: Doug Hess

**B. Purdue Northwest – Submitted by Deborah Bachmann, MaPSAC Representative(s)**

**Representative(s):**
- From January 2019-May 2020 Deborah Bachmann was primary representative and Rachel Pollack was backup representative
- From June 2020-May 2021 Deborah Bachmann was primary representative and Rachel Pollack was backup representative

**Description:**
Members from each regional campus attending and report the activities of their respective MaPSAC committees.

**Report:**
This year Purdue Northwest (PNW) MaPSAC has launched many new initiatives centered around professional development. We introduced our new speaker series to provide staff with outside knowledge and expertise. We also launched coffee with colleagues to give members a chance to network, engage and learn from fellow employees. We were also able to offer application based professional development grants. Additional points of pride include the launch of our newsletter, rebranding of our website, and creation of our MaPSAC LinkedIn group.
Purdue strives to provide a total rewards package that is comprehensive and competitive - one that invests in you today, as well as in the future.

This year's benefit statement has been enhanced to provide you with more comprehensive information. It includes additional components that comprise your total rewards as a Purdue employee.

Your total rewards include:
- Direct compensation
- The amount Purdue pays for your benefits, particularly your medical coverage
- Purdue contributions to your retirement account
- Purdue contributions to your HSA or HRA, as well as the additional financial incentives that are offered if you participate in the Healthy Boiler program

The rewards listed in this statement are the most significant ones, but there are additional benefits you have access to as a Purdue employee, such as:
- Paid parental leave
- An onsite health clinic
- Free Employee Assistance Program
- Access to exercise facilities, and more.

You are encouraged to explore the benefits website at purdue.edu/hr/benefwell to learn more.

Consider how you can take advantage of Purdue's benefits to be your best self, both personally and professionally.

Your Total Rewards

Direct Compensation (Salary + Add'l Pay)
Retirement Contributions
Savings Accounts
Medical & Health Benefits
Additional Insurance Options

OPEN ENROLLMENT BEGINS OCT. 28, 2020!
Visit purdue.edu/benefitsenrollment to learn more.
# TOTAL REWARDS

## PERSONALIZED SUMMARY FOR COLUMN C

### DIRECT COMPENSATION
- **Your Annual Salary**
- **Additional Pay (Awards, Allowances, Overtime, etc.)**

### TOTAL DIRECT COMPENSATION

### RETIREMENT
- **403(b) Base**
- **401(a) Mandatory**
- **403(b) Voluntary**
- **457(b) Voluntary**
- **Total**

### TOTAL PURDUE CONTRIBUTION

### TIME OFF
- Vacation, sick leave, and personal business days are available based on the type of position that you hold and your years of service.
- Additionally, Purdue provides you with 10 paid holidays and 3 days of winter recess.

### UNIVERSITY HOLIDAY & WINTER RECESS VALUE

### SAVINGS ACCOUNTS
- **Health Reimbursement Account (HRA)**
- **Healthy Boiler Incentive**
- **Medical FSA**
- **Dependent Care FSA**

### TOTAL PURDUE CONTRIBUTION

### MAXIMIZE YOUR SAVINGS WITH HEALTHY BOILER!
- Earn your full incentive for 2020 by logging your annual physical with biometrics screening in the Healthy Boiler portal on or before September 30, 2020.
- Visit healthyboiler.com to learn more.

### DID YOU KNOW?

- **$10M** in Purdue University and/or Purdue Global tuition remission was received by nearly 3,700 employees University-wide last year.
- Visit purdue.edu/hr/benefits for details on tuition remission benefits.

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* As of August 6, 2020
** Effective July 1, 2019 to June 30, 2020
### MEDICAL BENEFITS

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### PURDUE’S CONTRIBUTION - MEDICAL BENEFITS

### ADDITIONAL INSURANCE

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### PURDUE’S CONTRIBUTION - ADDITIONAL INSURANCE

* As of August 6, 2020
OPEN ENROLLMENT

OCT. 28 – NOV. 10

RESOURCES
PURDUE.EDU/BENEFITSENROLLMENT

We understand that making benefit choices may require some big decisions. There are a lot of things to consider. We want to make sure you have the tools and resources you need to answer questions, understand terms and evaluate the benefit plans thoroughly.

+ The dedicated benefits website is user-friendly and easy to navigate. It is your go-to resource for all things open enrollment.

+ The benefits guide will be in an electronic-only format this year. It will be sent via email to every benefits-eligible employee.

PRESENTATIONS & LABS

+ We will not be holding general presentation sessions in person this year. However, HR Benefits is partnering with our HR business partners to offer virtual presentations for each department or academic unit.

+ A recorded, interactive version of the presentation is available online.

+ Schedules for each campus are available on the Resources section of the enrollment website.

ONE-ON-ONE ASSISTANCE

+ We’ll offer virtual one-on-one meetings (via Microsoft Teams or phone) with a Benefits team member between Sept. 14 and Oct. 23. You can discuss topics like the new CDHP medical offerings, transitioning from a PPO to a CDHP, how prescriptions are covered, voluntary plan options and more.

NEED ASSISTANCE?

- E-mail hr@purdue.edu or send a secure email through purdue.edu/hrhelp.

- Call the HR Service Center at 765-494-2222 or toll-free at 877-725-0222.

Please allow us time to respond to your message or email as our call volume increases as we prepare for and during open enrollment.
Today, we are at the crossroads as Purdue.

We at Purdue University welcome the conversation and the moment of reckoning. We believe in equity, fairness, and justice, not just as abstractions but as practical goals. We seek significant advances as well as giant leaps. Those are our intentions, which we will achieve through honest, compassionate, civil dialogue and engaging action.

Here at Purdue University, we pledge our commitment to creating an equitable experience for Black Boilermakers.

Purdue Board Of Trustees Equity Task Force

The Purdue Equity Task Force is charged with developing a plan with specific actions to ensure all members of the university community have the opportunity to experience all Purdue has to offer equitably, focusing on structural and environmental barriers to success of students, faculty, and staff of color and initially focusing on the specific experience of Black Boilermakers. Past investments, initiatives, and work by many have attempted to help the Purdue system make progress in becoming more diverse and inclusive. That said, this progress has been slow for people of color, and is especially lacking for Black faculty, staff and students. The charge of the task force is to review the current state of equity on the Purdue West Lafayette Campus and the past and present investments and initiatives designed to support more equitable experiences and opportunities across the campus. The task force is also charged with ensuring that past initiatives remain the right ones while simultaneously recommending new or alternate strategies if its findings so suggest.
Purdue Board Of Trustees Equity Task Force

Strategic Framework

- Me Mindset
  - Mental - Physical - Spiritual
- Social - Collective - Connected
- We Mindset

Priority Cohorts

“Me & We” Environmental Considerations

Strategic Pillars

Strategic Plan

Purdue Equity Task Force
RECOMMENDATIONS

Equity Task Force Strategic Plan Update

Social Engagement and Inclusion Processes

- Expectation Sharing and Defining Desired Outcomes
- Data Sharing, Gap Analysis and Prioritizing Opportunities
- Individual Team Solutions and STEM DEI Peer Exemplar Comparisons
- Solutions Integration and Strategic Plan Development

Business Plan Development Processes

Strategic Plan Presentation To Purdue Board Of Trustees
Purdue Board Of Trustees Equity Task Force

How we got here

- August 2020: Purdue University Board of Trustees August establishes Diversity Task Force and names Don Thompson Chair; Board provides Task Force to be led by a Steering Committee.
- August 2020: Steering Committee Membership Announced; Dean’s Advisory Group formed and groups begin to meet.
- September 2020: Steering Committee meets weekly and establishes 150+ member Working Group to solicit input from a broader Purdue constituency.
- October 2020: Three 1-day Data Sets Sessions held & Working Group begins their work, led by Venetta Patton with John Gates & Barrett Caldwell.
- October – December: Working Groups meet frequently and craft recommendations; Integrating Teams created to synthesize findings led Venetta Patton, Willie Reed, Patrick Wolf, Barrett Caldwell.
- Mid-December – January: Recommendations from Integrating Teams considered by Steering Committee and Final Plan drafted/formatted.
- February 2021: Presentation of Plan to Board of Trustees for deliberation.

Purdue Equity Task Force
Strategic Plan Framework

FOR YOU
FOR LIFE

- Representation
- Experience
- Success

Destination Purdue
Purdue FOR YOU
Purdue FOR LIFE
Strategic Pillars

Our work focuses on delivering measurable improvement of the Representation, Experience and Success of Black Boilermakers

Strategic Pillar 1 // REPRESENTATION

Increasing Black Boilermaker Representation on the West Lafayette campus via implementing targeted recruitment strategies for Students, Faculty and Staff
Strategic Pillar 2 // **EXPERIENCE**
Improving Black Boilermaker Experiences on the West Lafayette Campus via relationship building and engagement initiatives that place Black Boilermakers in the midst of opportunities that are provided for all Boilermakers.

Strategic Pillar 3 // **SUCCESS**
Success will be defined by the effective execution of the Representation and Experience Strategic Pillars and the commensurate movement of Black Boilermakers as measured by Graduations, Promotions, Tenure and other realized opportunities that become available to Black Boilermakers. This progress will also lead to more engaged ‘Purdue For Life’ Black Alumni, Faculty and Staff.
Purdue Board of Trustees Equity Task Force

Next Steps

ROAD TO BOARD APPROVAL

1. Trustee Plan Deep Dive: February Actions To Be Taken
   A. Initiatives Review, Resource Review, Timelines, Metrics, Success Criteria
   B. Comprehensive Resource Allocation Review
   C. Dean’s Implementation Planning
   D. Budget Approval
   E. Communications Plan Approval
   F. Follow Up Meetings with Equity Task Force Members
      I. Steering Committee
      II. Deans Advisory Group
      III. Team Leaders

2. Board Of Trustees Final Approval: March 2021

3. Formal Communication to Campus Constituencies: March 2021