

CLERICAL AND SERVICE STAFF ADVISORY COMMITTEE MINUTES

December 12, 2017

Members Present	Allen Bol, Brenda Breece, Roberta Cain, Renè Celeste, Jessica Christian, Tiffany Eakin, John Frigo, Gina DelSanto, Carrie Hanson, Michael Hicks, Laura Holladay, Megan Huckaby, Dennis Johnson, Song Kang, Mykesha Kennedy, Alfred Nesvold, Jonathan Newberry, Sara Ostheimer, Marla Ropp-Funk, Jennifer Scruggs, Rebekah Clark, Mary Sigman, Mandy Smith, Andrea Waibel, Jeremy Wampler	
Members Absent	Josh Bacon, Dee Combs, Cindy Cory, Peggie Haq, Guyanne Lillpop, Julianne Pierson, Denny Darrow	
Item #1 Meeting Called to Order & Adoption of Agenda	Meeting called to order at 1:33 pm. Motion to adopt agenda Seconded	A Bol J Scruggs A Waibel
Item #2 Approval of Minutes	Allen asked for any correction/additions to the minutes; John Frigo was in attendance. The minutes are approved with the noted change.	
Item #3 Announcements	<ul style="list-style-type: none"> • Reminder that all subcommittee chairs should submit their written reports to Carrie Hanson by noon Thursday prior to the full meeting. • Reminder: you still have time to submit a nomination for "Member of the Quarter". The next recipient will be announced at the February meeting. 	A Bol
Item #4 University Officers' Report	<p>BOT meeting</p> <ul style="list-style-type: none"> • Gerry McCartney CIO, promoted to Executive Vice President and Chief Information Officer <ul style="list-style-type: none"> ○ Coordinating all of Purdue's online presence <ul style="list-style-type: none"> ▪ NewU ▪ Professional Masters ▪ Alumni • NewU <ul style="list-style-type: none"> ○ Code of Conduct was authorized <ul style="list-style-type: none"> ▪ NewU operates with the highest level of marketing, admissions, integrity ▪ Will report on a series of metrics about NewU annually or bi annually ○ Higher learning commission came to campus October 26 and to Chicago October 27 to conduct site reviews ○ Full commission meets in February to vote on change of control 	Gina DelSanto, Chief of Staff

- Kaplan enrolls students every 8 weeks – NewU will also use this method. Purdue employees can apply and begin after approval

Enrollment Management

Apps up:

- 6.5% for Indiana students
- 22.2% for nonresident students (domestic)
- 29% for international

Purdue did increase its demographic of admitted Indiana freshman students this year.

With Purdue becoming increasingly more STEM focused, the need has arisen to build a new science lab building

- Trustees decided to make an investment in labs on campus
- New lab science building will be built between school of pharmacy and the armory
- Building open at start of classes in August 2019

Change Management through SAP Transformation

- Expanding change network to include more staff
 - About 230 currently

Also have:

- Change leads
- Faculty liaisons
- Department heads

Plan is to keep the change network a step or two ahead of the rest of the campus community.

HCM assessment – small teams looking at HCM part of SAP. They are looking at each part and recommending what should go and what should stay. They have identified the “show stoppers”

Those who volunteer to be on the change network will get an Invite to the next set of deep dives

- Sneak peeks starting in January (demos)
- December 19 will hold a panel discussion. HR and Finance leads
- Time estimate – 2-5 hours per month now
 - Closer to go live – more time needed for testing

Norm Schultz, Change Management Lead

<p>Item #5 Standing Committee Reports</p>	<p>Allen asked if there were any questions regarding the submitted reports; there were none.</p> <p>Executive – Spoke about Bridge suggestion from the November meeting. Allen sent 20 bridge forms back to that area and hope that some factual information may be brought forward.</p> <p>Communications – Combine November/December newsletter. If anyone has items to add, please send to Michael prior to this Friday. Rene is working on a spotlight item, community calendar section, and testimonials from PEAP trips. Fred created an article regarding grants.</p> <p>Professional Development – No report.</p> <p>Purdue Employees Activity Program – See submitted written report. Approved for pre-game experience at Pacer’s game.</p>	
<p>Item #6 Regional and University Reports</p>	<p>Allen asked if there were any questions regarding submitted Regional and University reports. There were none.</p> <p>Fort Wayne CSSAC raised \$301.81 from book fair.</p>	<p>A Bol via email from J Bacon</p>
<p>Item #7 Unfinished Business</p>	<p>None</p>	
<p>Item #8 New Business</p>	<p>None</p>	<p>A Bol</p>
<p>Item #9 District Updates and Bridge Submissions</p>	<p>District I Jessica talked to Tom Coleman regarding the Beans coffee cart going away. Starbucks will have a better food selection.</p> <p>People on campus who are on the Virta Health Plan. Fresh City Market has clearly marked foods that are approved for this plan.</p> <p>District II Discount site not working well. It’s hard to find specific discounts. Mandy Smith replied that a joint committee of APSAC and CSSAC members are working on making both the CSSAC discount page and the Purdue Perks site more user friendly. More to come.</p>	<p>J Christian</p> <p>J Wampler</p>

	District III No updates District IV No updates District V No updates Bridge Form No report	
Item #10 Call for Adjournment	Next meeting will be held on January 9 in PMU 263AB. With there being no further business, the meeting adjourned at 2:45 p.m.	