

CLERICAL AND SERVICE STAFF ADVISORY COMMITTEE MINUTES

February 14, 2017

Present	Allen Bol, Roberta Cain, Pat Carducci, Phil Cederquist, Cindy Cory, Gina DelSanto, Tiffany Eakin, John Frigo, Joan Goetz, Teresa Greenwalt, Brenda Gunion, Carrie Hanson, Michael Hicks, Megan Huckaby, Mykesha Kennedy, Guyanne Lillpop, Jonathan Newberry, Sara Ostheimer, Julianne Pierson, Teresa Remaly, Marla Ropp-Funk, Mandy Smith, Andrea Waibel	
Absent	Josh Bacon, Dee Combs, Laura Holladay	
Item #1 Meeting Called to Order	Meeting called to order at 1:34 p.m.	T. Eakin
Adoption of the Agenda	Motion to adopt agenda Seconded	B. Gunion S. Ostheimer
Item #2 Approval of Minutes	Tiffany asked for any correction/additions to the minutes; hearing none, the minutes are approved	
Item #3 Announcements	Reminder that all subcommittee chairs should submit their written reports to Carrie Hanson by noon Thursday prior to the full meeting. Reminder: Seeking someone to represent CSSAC on the University Sustainability Committee. Anyone interested should let Tiffany know Teresa Greenwalt is no longer with the University; Sara Ostheimer will move up as chair. Denny Darrow is unable to attend today as he had schedule conflicts	T. Eakin
Item #4 University Officers' Report	<ul style="list-style-type: none"> • FLSA <p>Appeals court looking at the order. Briefs are now due on March 2. Courts will review and then schedule oral arguments. 3-4 weeks after briefings submitted. Likely no further action until beginning of April minimally.</p> <ul style="list-style-type: none"> • Executive order on immigration's impact on applications: <ul style="list-style-type: none"> ○ 19 – 8 of those completed. Of those 8, 5 have received official admissions. 11 are incomplete for various reasons. ○ Impact on enrollment? Have not seen any "falloff" as of yet, but other universities have noted a down turn in applications. • During senate advisory committee meeting last week, questions concerning branding and use of logos and symbols associated with Purdue were discussed (website) 	Gina DelSanto, Chief of Staff

	<ul style="list-style-type: none"> ○ Reached out to M&M to make information easier to find and use ○ Students at University of Iowa just won a court case regarding the legalization of marijuana. Was using the University’s logo in their website – the University changed policy making it not permissible. Students sued the University and won. University cannot deny the students the right of using the logo. ○ Transportation services site <ul style="list-style-type: none"> ▪ Asked marketing staff to review that and put a link on the employee portal. Form 1 will now be called Vehicle rental form. ● Asked Gina to check into Bus services with EAC. CSSAC will not be able to offer trips that they have offered for many years due to the high costs. Gina will ask Rob Wynkoop for an update – he has received several complaints as well. 	
<p>Item #6 Standing Committee Reports</p>	<p>Tiffany asked if there were any questions regarding the submitted reports; there were none.</p> <p>Executive – None</p> <p>Communications – None</p> <p>Discounts – We don’t have a discount with Puccini’s anymore (Gunion). Roberta stated suggestions for vendors should be routed through the discount site.</p> <p>Professional Development – Mykesha stated that she was not able to find the application for grants. The grant subcommittee changed the deadline date for applications to coincide with the FAFSA application deadline so the application is not yet available. A mailer will be sent to all clerical and service staff on the WL campus and it will be announced in Purdue Today.</p> <p>PEAP –</p>	<p>T. Eakin</p> <p>Eakin, Bol</p>
<p>Item #6 Regional and University Reports</p>	<p>Tiffany asked if there were any questions regarding submitted reports.</p> <ul style="list-style-type: none"> ● Questions regarding crosswalks for pedestrians during the state street project this summer. Michael Hicks reported that he has heard there will be crossings where they are currently at intersections. ● Business process re-engineering has a feedback option on their website. 	

	<ul style="list-style-type: none"> • Tiffany suggested that members forward information to the communication subcommittee for review in the CSSAC Campus Connection 	
Item #7 Unfinished Business	None	
Item #8 New Business	<ul style="list-style-type: none"> • Request from student government. <ul style="list-style-type: none"> ○ Late January asking CSSAC to support the approval of their gradual tobacco-free proposal. APSAC/CSSAC collected feedback and forwarded it to President Daniels. • Joint meeting with APSAC <ul style="list-style-type: none"> ○ Breakout into groups mid-way. Questions will be provide for groups to discuss. Facilitator and note taker in each group. Report out at the end of meeting. 	T. Eakin
Item #8 District Updates	District I No updates District II No updates District III Pat – skateboarders in tunnels still an issue. Looking to add signage to those areas when funding is determined. District IV New reporting within University Residences and Dining District V	
Item #9 Call for Adjournment	Next meeting will be held on March 14 in LWSN 1142. Meeting adjourned at 2:18 p.m.	