

CLERICAL AND SERVICE STAFF ADVISORY COMMITTEE MINUTES

July 11, 2017

Present	Josh Bacon, Allen Bol, Roberta Cain, Cindy Cory, Tiffany Eakin, John Frigo, Joan Goetz, Brenda Gunion, Carrie Hanson, Michael Hicks, Mykeshia Kennedy, Sara Ostheimer, Julianne Pierson, Teresa Remaly, Marla Ropp-Funk, Mandy Smith, Andrea Waibel, Dee Combs, Guyanne Lillpop, Jonathan Newberry	
Absent	Megan Huckaby	
Item #1 Meeting Called to Order & Adoption of Agenda	Meeting called to order at 10:45 a.m. Motion to adopt agenda Seconded	T Eakin B Gunion S Ostheimer
Item #3 Approval of Minutes	Tiffany asked for any correction/additions to the minutes; hearing none, the minutes are approved.	
Item #4 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. • CSSAC Rec luncheon on August 8 • HOLD the date: Please hold September 22, 2017 – 8am to 5pm for the annual leadership retreat to Camp Tecumseh. More information to come 	T. Eakin
Item #5 Standing Committee Reports	<p>Tiffany asked if there were any questions regarding the submitted reports; there were none.</p> <p>Executive –</p> <ul style="list-style-type: none"> • No report <p>Communications</p> <ul style="list-style-type: none"> • No report <p>Discounts –</p> <ul style="list-style-type: none"> • No report <p>Professional Development –</p> <ul style="list-style-type: none"> • No report 	T Eakin

Item #6 Regional and University Reports	<p>Tiffany asked if there were any questions regarding submitted reports, there were none.</p> <p>Fort Wayne – Josh Bacon</p> <ul style="list-style-type: none"> • HR director search committee <ul style="list-style-type: none"> ○ Phone interviews • Preparing for transition to full Purdue • Summer fest next week 	
Item #7 Unfinished Business	<p>Regional visits</p> <ul style="list-style-type: none"> • WL will complete a schedule and report to regionals by end of August <ul style="list-style-type: none"> ○ If you cannot host, please let everyone know well in advance to make other plans • Possibly have a brown bag visit if there are financial constraints 	T Eakin
Item #8 New Business	None	
Item #9 District Updates	<p>District I Cindy Cory stated that she would give a walking tour of Mackey Arena for those interested.</p> <p>District II No updates</p> <p>District III</p> <p>District IV No updates</p> <p>District V No updates</p>	
Item #10 Call for Adjournment	<p>Next meeting will be held on August 8 at West Lafayette campus; details soon to come.</p> <p>With there being no further business, the meeting adjourned at 10:50 a.m.</p>	