



APSAC/CSSAC Minutes, Joint Session

Date: March 14, 2017

Place: LWSN 1142

1:30 p.m. – 3:30 p.m.

Item #1 – Meeting Call to Order and Adoption of Agenda

The meeting was called to order at 1:36 by CSSAC chair Tiffany Eakin. A call for additions or changes to the agenda was made by chair Eakin. Hearing no additions or changes; a motion to adopt the agenda was made by John Frigo, seconded by Joan Goetz. Agenda adopted as presented.

Item #2 – Approval of February 2017 Minutes

APSAC Chair Guffey asked for corrections to the APSAC February 2017 minutes. Hearing none, the minutes were approved. Chair Tiffany Eakin asked for corrections to the CSSAC February 2017 minutes. Hearing none, the minutes were approved.

Item #3 – Announcements

Sam stated that elections for APSAC vice chair and emeritus members will take place at the April meeting. Nominations should be submitted to him prior to that meeting to be listed on the ballot. Members who are completing their terms should indicate to Sam if they are interested in an emeritus term. Sam has received annual reports from all subcommittees and a few University committees. Those who have not yet submitted should do that ASAP. Chair Eakin noted that reports are due to the secretary by noon Thursday prior to meeting in order to be included.

Item #4 – University Officers' Updates

Dr. Gina DelSanto, Chief of Staff

- Extension to May 1st (FLSA?)
- Smoking ban – 3 smoking areas to be moved; Front of Hicks will be eliminated, between MTHW and Stone eliminated, one on the circle around Elliott will be moved to northwest side of Armory smoking area in front of college of ag. Lots of discussion concerning that location. Gina encouraged everyone to contact Terry Ashlock and/or Carol Shelby regarding all questions and concerns.
- Tornado Awareness week next week throughout Indiana. Drill held on March 21st from 10:15 to 10:45. Tippecanoe has had more touchdowns since 2009 than any other county in Indiana. Asked staff to spread the word; think about where you are and what would you do dependent upon where you are?
- Article appeared in US News and World Report a couple weeks ago. Dependence on teaching assistants as instructors. Purdue has highest percentage of undergraduate instruction – 26%. Purdue has the highest percentage of tenured and tenured track faculty 42/1% teaching undergraduate courses. 44% undergrad classes at Purdue are taught by teaching assistants. We are substituting teaching assistants for adjuncts, not tenured professors.

Mr. Denny Darrow, Vice President for Human Resources

- Presented 2017 open enrollment highlights
 - Most staff spent between 15-45 minutes
 - Communication
 - Not many people participated in on campus sessions (74%)
 - Benefit website was very useful
 - EBenefits was easy to use, had clear instructions, information and costs were clear.

Item #5 – Business Process Re-Engineering

Nina stated that the project needs input and feedback. She handed out information in regards to how staff can submit feedback.

2:30 p.m. Item #6 – Small group work

- Divide into subgroups
 - Idea generation
 - Discussion/Planning

Comp & Benefits – Bill Applebee

Looking at discount program – want to communicate how to use the program.

- Action steps: 1. Meet with Carrie to obtain specific information
2. Possibly create a step by step QRC for staff at Purdue.

Professional Dev – Nina Robinson

Guarantee each employee time for professional development

3 credit course on campus

Without having to make up the time or use vacation time

Action step: Talk to Denny, can't really move forward until then

Communication – Abby Hostetler

Parking and Traffic flow issues:

Action step: Write a white paper proposal to Parking & Traffic

- *Reducing cars on campus – allow work from home or flex schedules
- *Incentives for riding bus or bike or for parking adjacent to campus
- *Offer day pass booklets for staff who usually ride the bus or carpool
- *Extending parking hours in certain areas

3:30 p.m. Item #8 – Call for Adjournment

The next regular meeting of the CSSAC will be held on April 11, 2017 in STEW 204

The next regular meeting of the APSAC will be held on April 12, 2017 in PAO 1197

With there being no further business, the meeting adjourned at 3:30 p.m.