

CLERICAL AND SERVICE STAFF ADVISORY COMMITTEE MINUTES

June 12, 2018

Members Present	Allen Bol, Randi Boyd, Brenda Breece, Roberta Cain, Renè Celeste, Jessica Christian, Rebekah Clark, Cindy Cory, Tiffany Eakin, John Frigo, Marla Funk, Carrie Hanson, Michael Hicks, Laura Holladay, Mykesha Kennedy, Guyanne Lillpop, Alfred Nesvold, Jonathan Newberry, Sara Osthiemer, Julianne Pierson, Jennifer Scruggs, Mary Sigman, Mandy Smith, Andrea Waibel, Jeremy Wampler	
Members Absent	Dee Combs, Peggie Haq	
Item #1 Meeting Called to Order & Adoption of Agenda	Meeting called to order at 1:35 pm. Motion to adopt agenda Seconded	A Bol M Kennedy R Celeste
Item #2 Approval of Minutes	Allen asked for any correction/additions to the minutes. Hearing none, the minutes are approved.	
Item #3 Announcements	<ul style="list-style-type: none"> • Thank you to our hosts in Fort Wayne today! What a great trip this has been! • Reminder that all subcommittee chairs and university committee representatives should submit their written reports to the secretary by noon Thursday prior to the full meeting so that they may be included with the agenda • Reminder that the CSSAC membership drive will take place through June 8. CSSAC will be seeking members from all districts. 	A Bol
Item #4 Standing Committee Written Reports	Allen asked if there were any questions regarding the submitted reports; there were none. Executive – Dennis Johnson accepted a position outside of Purdue. Membership interviews at end of month.	A Bol
Item #5 Regional and University Reports	<ul style="list-style-type: none"> • Bicycle committee was unable to meet last month, hope to meet with Aaron Madrid soon. 	R Celeste
Item #6 Unfinished Business	None	
Item #7	Member of the Quarter	A Bol

<p>New Business</p>	<p>Allen announced and read aloud the nomination submitted for <i>Member of the Quarter</i>, and presented Andi with a framed certificate.</p> <ul style="list-style-type: none"> Andi Waibel was announced as the <i>Member of the Quarter</i>. She was nominated by Sara Ostheimer: “Andi is really taking PEAP to a whole new level of activities. Incorporating sport activities is something the whole family can do. The fan experience sounds pretty special. The fact that she has arranged it to where employees have the option to a huge price range really makes it more inclusive for personal of all budget ranges – Very thoughtful! I loved the wreath-making event; it was close to where I lived which made it easier than coming back into town. She really has done a great job and deserves the recognition of Member of the Quarter.” 	
<p>Item #8 District Updates and Bridge Submissions</p>	<p>District I</p> <p>District II There is a secretary V position open in her area</p> <p>District III No updates</p> <p>District IV Cannot participate in Healthy Boiler in paid status? Carrie will check with Candace Shaffer.</p> <p>Program like virta coming? Is virta ending?</p> <p>June 14 – Purdue career fair Walk in at McCutcheon Residence Hall beginning at 9am.</p> <p>District V</p> <ul style="list-style-type: none"> CSSAC visit successful! Randi stated they were glad to see everyone SummerFest in July Meal and lots of activities Baked goods raffle PNW no longer has a staff appreciation day Why doesn’t WL campus host the regionals? Allen explained that they do; the first time was in 2009; again in 2017, and will be every third year moving forward. Is Purdue Global taxable income? Ask Gina and report back to regionals 	<p>R Celeste</p> <p>R Boyd</p> <p>M Funk</p> <p>S Velasquez</p>

**Item #9
Call for Adjournment**

- How do we run membership drives? Allen explained that we advertise by sending an application to all benefit eligible clerical and service staff via campus mail. We also make an announcement in Purdue Today, and the CSSAC Campus Connection. Everyone who applies is giving a chance to interview.
- Possible ways to help increase applications:
 - Mailer, advertisements, posters
 - Letter of support from Chancellor and/or Human Resources
 - Host a brown bag lunch to let staff come and ask questions about CSSAC
- WL CSSAC is starting a Facebook page to help disseminate information. Communication is an issue at all campuses

Next meeting will be held on July 10 in STEW 204 immediately following the recognition program. With there being no further business, the meeting adjourned at 2 p.m.

R Celeste