



APSAC/CSSAC Minutes, Joint Session

Date: March 13, 2018

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 1:35 by APSAC chair Loran Parker. A call for additions or changes to the agenda was made. Hearing no additions or changes; a motion to adopt the agenda was made by Rene Celeste, seconded by Sam Guffey. Agenda adopted as presented.

Item #2 – Approval of February 2018 Minutes

APSAC Chair Parker asked for corrections to the APSAC February 2018 minutes. Hearing none, the minutes were approved. CSSAC Chair Allen Bol asked for corrections to the CSSAC February 2018 minutes. Cindy Cory stated that she was at the meeting and the minutes should be indicated. The minutes were approved with the noted change.

Item #3 – Announcements

- Loran thanked APSAC members who completed the monthly report via the new online tracking tool

Item #4 – University Officers' Updates

Dr. Gina DeSanto, Chief of Staff

- Purdue Global
 - Higher learning commission approved change of control application
 - Purdue employees can start coursework
 - Application will go online on April 2 via Purdue Global for study site
 - Look at Purdue Global catalog, decide what program of study you wish to pursue
 - 1 certificate, 1 bachelor, 1 master degree free of charge
 - Gather any university transcripts you may have
 - Supervisor endorsement/approval
 - Graduate student; letters of recommendation (2) to complete the application process
- 1st session April 18
 - You may not start on 4/18 if all information isn't ready; next program is in June
- Bill Sullivan added discussion about the process and what it took to acquire and get all necessary approvals
 - Hope to send communications out soon
- Bill added that they would prefer to not have a massive rush of people applying on April 18. (96) staff have already communicated to Kaplan about interest in pursuing a degree
 - Purdue may contact some of these staff to see if they want to go through all the paces to be sure the process works

- Purdue is highly supportive of staff wanting to pursue a degree. If there are situations where staff are being held back by supervisors, Purdue wants to know.
- Leading edge opportunity for staff

Gina – Betty Vandenbosch (President of Kaplan)

- Can't just sign up for a course – has to be a certificate program or degree. This may change in the future

Question: Is the master's free of charge. Answer: (Gina will check)

Question: Will all classes taken on campus transfer to Purdue Global? Will Purdue Global classes transfer back to Purdue? Answer: Dependent upon review process for both

Question: What school should they list on FAFSA? Gina will find the answer. Bill stated a code will be made for Purdue Global. Books are included on undergrad programs.

Question: Employees have to maintain a 3.0 to receive free offer; what if special circumstances exist?

Answer: Gina & Bill stated that an applicant could request a special review

Question: Who is considered immediate family? –

Answer: Bill stated that currently, a spouse or child under 26 meets the definition (Kaplan has a gift of knowledge criteria that may be used in the future). Retirees are eligible for the opportunity.

Question: Where's the best place to go for information?

Answer: Bill will send a memo that will be widely distributed and will reference a website.

Any additional questions? gdelsant@purdue.edu

Mr. Bill Sullivan, Treasurer and Chief Financial Officer

- HCM Project
 - What's on your mind? What questions do you have?
 - VPHR search – Loran Parker asked about staff input
 - No search committee? If true, how can APSAC/CSSAC be involved in the search/interview process
 - Hiring a 3rd party search firm – reputable (Korn Ferry)
 - Will provide a list of acceptable candidates
 - Bill will pull a group together during final 3-5 candidates and will have APSAC and CSSAC representatives
 - We need a higher level approach to hiring our next VP
- Why delay the HCM project?
 - Bill received a presentation on HCM prior to BOT in February
 - 57 interfaces with rollout
 - 5 were still in the “red”
 - 5 more discovered over the next weekend – 57 became 62
 - Job Family Structure
 - Most important piece
 - Short-sighted over the years because we do not have a well-defined structure
 - No levels, no career stream

- Bill has taken over responsibility for JFS
 - Coming together well
 - Will provide clear structure
 - Wrap up structure in next 30 days, then will test
 - Delay rollout until January 1, 2019
 - JFS will be put in place as soon as possible

Question: will more communication be sent to change network? Has obviously slacked off the past month.

Answer: Bill will begin focusing on new changes to communication starting this Friday

Question: People have only heard small bits about the JFP. What are the plans for communication?

Answer: (Bill). Expect to see communications sent well before rollout

Bill: No one's compensation today will be impacted by the rollout. Bill wants to add a set of compensation bands so staff know what pay levels can be achieved in their position.

Item #5 – Guest

Ms. Candace Shaffer, Director of Benefits

Job family structure and impact to benefits

- Reviewing policies and cleaning up language in policies
 - C45 nonexempt sick leave
 - c/s personal holiday being considered to move to “extra” vacation day
 - Feedback was not positive concerning this move
 - family sick leave – looking to remove limit on how many days can be used for family
 - C46 – exempt sick leave
 - Will be given on a calendar year (January 1) going forward and dependent on how many years the employee has worked at Purdue
- No plan to take any benefits away with implementation of JFS
- Currently looking at impact of staff who may “crossover” an employee group with JFS – what will be different in benefits?
- Would like to come back when things are more formalized

CVS Caremark

- Mandated to participate in IAPPP
 - State accepted bids early in 2017
 - August 3 Purdue was notified about the move to CVS
 - Prescription program is run through Anthem so prescription costs can go towards deductible

Item #6 – Job family structure discussion

Motion to table Alex Gulik, seconded by Malissa Ayala

Item #7 Subcommittee updates

CSSAC

Professional Dev – Sara Ostheimer

- Vice Chair is Jeremy Wampler (vice - Lillpop)
- CSSAC grant on Day of Giving pull down menu

APSAC

Professional Dev – Danny Vukobratovich

- 75 grants to review – waiting for eligibility and funding
- Looking at revamping application
- Personal expense vs. departmental
- Hadley Eva Kor finalizing details
 - Will be marketing soon

Compensation & Benefits – Jackie Baumgardt

- Excellence award opened on March 1
 - Accessed on APSAC website, encouraged nominations
- Survey will be sent to gauge interest in pooled transportation

Membership & Communications – Brittany Vale

- Membership drive currently underway
- Offered to share articles between newsletters with CSSAC

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

The next regular meeting of the CSSAC will be held on April 10, 2018 in STEW 311

The next regular meeting of the APSAC will be held on April 11, 2018 in STEW 263AB

With there being no further business, the meeting adjourned at 3:25 p.m.