

CLERICAL AND SERVICE STAFF ADVISORY COMMITTEE MINUTES

July 9, 2019

Members Present	Bill Bell, Allen Bol, Brenda Breece, Rene Celeste, Jessica Christian, Rebekah Clark, Carrie Hanson, Rose Haite, Mykesha Kennedy, Wendy Medbourn, David Montgomery, Fred Nesvold, Abby Nickel, Sara Ostheimer, Jennifer Scruggs, Mary Sigman, Mandy Smith, Andi Waibel, Jeremy Wampler	
Members Absent	Cindy Cory, Marie Edmondson, Marla Funk, Laura Holladay, Julie Miller	
Item #1 Meeting Called to Order & Adoption of Agenda	Meeting called to order at 1:30 p.m. Mandy added in: Item #8 – CSSAC rebranding A motion to adopt agenda with noted changes: Seconded	M Smith J Wampler R Celeste
Item #2 Approval of Minutes	Mandy asked for any correction/additions to the June minutes; added Mary Sigman to the absences. The minutes are approved with the noted change.	
Item #3 Announcements	<ul style="list-style-type: none"> • Reminder that if you are a subcommittee chair, or if you serve on a University committee, you are responsible for submitting a written report to Carrie by noon Thursday prior to the full meeting so that they may be included with the agenda • CSSAC Recognition luncheon just prior to the full meeting. • Membership deadline extended to July 12 • GuyAnne Lillpop, Patti Hauck, Brandi Plantenga have all resigned from CSSAC for various reasons. The executive committee will attempt to fill those positions during the current application period. 	M Smith
Item #5 University Officers' Reports	<ul style="list-style-type: none"> • New executive vice president for Research Teresa Mayor starts Aug 1 • Delegation from Peru on Thursday <ul style="list-style-type: none"> ○ Tim Filley (professor) and discovery park ○ Collaboration \$2M to help them with strategic plans to use resources more effectively & efficiently, and to build higher education system • Lily endowment gift to Purdue University <ul style="list-style-type: none"> ○ \$40M to support gateway phase 2 ○ Behind KNOY <ul style="list-style-type: none"> ▪ Exciting development for that quadrant of campus ▪ Endless research opportunities 	Gina DelSanto, Chief of Staff

	<ul style="list-style-type: none"> • Gateway phase 1 engineering and polytechnic lab space, research space (\$65M) • Secretary of labor was here last Tuesday to give Purdue the first of a dozen grants • Find Indiana companies who need cyber security specialist ability to <p>Gina made an offer for members of CSSACn to participate in an enrollment pool for how many students will be enrolled in freshman class</p> <ul style="list-style-type: none"> • Winner is the person closet without going over • Guesses must be received by 1st day of classes August 19 • Gift = set of basketball tickets for the 2019-2020 season • gdelsant@purdue.edu <p>Merit and pay band communications</p> <ul style="list-style-type: none"> • 2 Manager/supervisor trainings <ul style="list-style-type: none"> ○ Comp 101 – philosophy and theory ○ Communication compensation – scenarios and role play ○ At least 5 or 6 of each training ○ Over 100 people per session ○ Timeline = July 10 through July 19 ○ Statements for each employee have been created ○ Pay band, pay range, current salary, increases, where you fall in pay band <p>Those who fall below the minimum in their pay band will be brought up to minimum and then their merit increase will be added.</p> <p>Benefits</p> <ul style="list-style-type: none"> • Transparency in communication • RFP for new medical plan provider in may • Selection and recommendation within the next week or two in prep for BOT in August • Potential changes: <ul style="list-style-type: none"> ○ spousal surcharge (\$1,500 per year) <ul style="list-style-type: none"> ▪ possibly \$750 for those below the tier ○ tobacco surcharge increase from \$500 to \$1000 ○ sunseting current PPO plan in 2021 <ul style="list-style-type: none"> ▪ if in plan now, can continue to enroll, however, no new enrollments ○ looking to increase salary tier to \$45,500 from \$44,000 and look to adjust annually ○ intro new vendor, RX saving solutions <ul style="list-style-type: none"> ▪ enroll and let them know what prescriptions you take, they'll look for lowest cost for Purdue plans ▪ no fee to employees ○ Looking at introducing voluntary cancer concierge service 	<p>Bill Bell, Vice President for Human Resources</p>
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	<ul style="list-style-type: none"> ▪ help navigate through complex maze of care when diagnosed with cancer ○ All on docket for review at next BOT meeting (August) ○ Communicating these possible changes since first of year ○ The hope is to contain premium rates for next year ● Question was asked if there could be more assistance for staff who don't understand benefits and the different medical plans – during open enrollment 	
Guests	Steps to Leaps <ul style="list-style-type: none"> ● To help students be more resilient and helps them grow while at Purdue University <ul style="list-style-type: none"> ○ Purdue may not provide enough support for students' overall well-being ○ Gen z from mid-90's (current student body) ○ Increase in demand for counseling services, student of concern reports and behavior intervention team ● They know services are available, but don't know what they are, or how to access them ● Program goals: <ul style="list-style-type: none"> ○ Enhance student success ○ Prepare faculty and staff to cultivate and support resiliency ○ Create a repository of resources ○ Rebrand ODOS services 	Beth McCuskey, Vice Provost for Student Life
Item #6 Standing Committee Written Reports	Executive <ul style="list-style-type: none"> ● Vacancies ● Guyanne has retired ● Patti Hauck stepping down due to reduced hours ● Brandi Plantenga stepped down due to family obligations ● Jeremy and Mandy will begin looking at University committees to verify status and number of members needed Communication <ul style="list-style-type: none"> ● Launched new series spotlighting cultural centers on campus ● Receive lots of feedback and nominations for spotlight articles Professional Development <ul style="list-style-type: none"> ● Brenda has agreed to act as chair 2019-2020 ● Meeting today to make grant selections for staff and dependents in classes at Purdue 	M Smith R Celeste B Breece

	<p>PEAP</p> <ul style="list-style-type: none"> Cancelled Taste of Chicago trip due to low enrollment Still have several great events coming up 	J Christian
Item #7 Regional and University Reports	<p>Purdue Northwest</p> <ul style="list-style-type: none"> had regional visit and heard it was great Rolling out prof dev program utilizing Lynda.com Elections – Marla is new chair Board and brush activity to recruit new members Ice cream social coming up Strategic resource allocation process ongoing Decentralized budget may be restructured <p>Purdue Fort Wayne</p> <ul style="list-style-type: none"> The SF statements were received last Friday afternoon, but most did not see them until today. Our annual Summerfest employee celebration will be Wednesday, July 17. A great day to gather employees together and have some fun. The purchase of the Brown Mackie building at Park 3000, down the road from our main campus, has been delayed a few weeks, but is expected to be approved soon. It will house the Doerner School of Business and other yet to be determined offices. The Board of Trustees approved adding beds to the FW Student Housing complex to accommodate the demand for more space. Current suites will have additional beds added to lower per student costs. 	
Item #8 Unfinished Business	<p>Attendance</p> <ul style="list-style-type: none"> Executive committee is currently working on revisions to the Operational Procedures which includes attendance guidelines <p>CSSAC rebranding</p> <ul style="list-style-type: none"> Discussion concerning a name change for CSSAC Will send a Qualtrics survey to collect suggestions from committee members. Deadline to suggest is July 15 Will have an article allowing staff to vote on their choice 	M Smith
Item #9 New Business	None	
Item #11 District Updates and Bridge Submissions	<p>Bridge Form:</p> <ul style="list-style-type: none"> Why does it cost to replace ID cards? Do circumstances make a difference? 	M Sigman

	District I No updates District II No updates District III No updates District IV No updates District V No updates	
Item #9 Call for Adjournment	With there being no further business, the meeting adjourned at 2:58 p.m.	