

CAMPUS SERVICE STAFF ADVISORY COMMITTEE MINUTES
November 10, 2020

Members Present/Absent	See attached attendance.	
Item #1 Meeting Called to Order & Adoption of Agenda	<p>Chair called the meeting to order at 1:31 p.m.</p> <p>A motion to adopt agenda with changes:</p> <p>Motion:</p> <p>Second:</p>	<p>S Mellady</p> <p>J Shepherd J Wampler</p>
Item #2 Approval of Minutes	Chair asked for any corrections/additions to the October 2020 minutes. Hearing no corrections, the minutes are approved.	S Mellady
Item #3 Announcements	<p>Reminder that all subcommittee chairs and university committee representatives should submit their written reports to Melissa Jasek by noon Thursday prior to the full meeting so that they may be included with the agenda</p> <p>Roll Call</p>	S Mellady
Item #4 University Officers' Reports	<ul style="list-style-type: none"> • COVID positivity rate continues to rise in the county and state but there is far less spread on campus, especially in fraternities, sororities, co-ops, and residence halls than off campus • Greatest threat to Purdue is from the community bringing the virus to campus • Campus numbers figure into county numbers • Campus rates up but far below county rates • Reinforced the need to follow good behavior in personal activities to avoid the spread • Winter recess is a time to relax and enjoy the break <ul style="list-style-type: none"> • Protect Purdue weekly briefing contains a lot of useful information and everyone is encouraged to review it • Provost Akridge has continued to host conversations with subject matter experts pertaining to questions submitted. Another conversation will be held tomorrow (11/11/20) at 1 p.m. Discussion will be over Protect Purdue Health Center and testing, tracing, and re-entry after break • Surveillance testing paused from Thanksgiving until January 4; core infrastructure testing will continue. 	<p>Gina DelSanto Chief of Staff</p> <p>Bill Bell VP for Human Resources</p>

	<ul style="list-style-type: none"> • Communication to go out regarding working status for spring semester; will remain the same as fall semester. Self-identified status will also remain the same with no need to recertify • Flu vaccination status: 93% of faculty and staff are in compliance with 7% not compliant who are being addressed individually • Flu vaccine clinic tomorrow at Co-Rec from 9 a.m. to 4 p.m. or vaccinations can be obtained at a place of your choosing • Benefit Open Enrollment ends today at 6 p.m. Elections do not roll over due to changes made for this year. Selections do need to be made for 2021 • Winter recess extended to two full weeks as thank you to staff. Essentials will be able to use those days later 	
Item #5 Guest	<p>Discussed the New Employee Experience (NEX)</p> <ul style="list-style-type: none"> • Vision and Goals – increase new hire satisfaction and retention, improve speed to productivity, forge connections to Purdue culture, community and mission, and collaborate with stakeholders • Optimizing Onboarding objectives are to foster key relationships within the university, transfer of values, missional impact and vision, accelerate speed to performance and increase future capacity, and advance employee understanding of compliance and the community impact • Projection Implementation via the project timelines using three phases – benchmark, develop, and implement; currently on phase one • NEX Champion Network is asking for partnership in sharing best practices and contributing to the project goals 	<p>Linda Baer Assistant Director Process Improvement, Organizational Effectiveness, HR</p> <p>Cindy Moscrip</p>
Item #6 Standing Committee Written Reports	<p>Executive</p> <ul style="list-style-type: none"> • None <p>Communication</p> <ul style="list-style-type: none"> • None <p>Professional Development</p> <ul style="list-style-type: none"> • None <p>PEAP</p> <ul style="list-style-type: none"> • None <p>University Relations</p> <ul style="list-style-type: none"> • None 	<p>Mellady/Turner</p> <p>Montgomery/Holley</p> <p>Nesvold/Bender</p> <p>Props/Geiger</p> <p>Prather/Kirchgessner</p>
Item #7 Regional and University Reports	<p>Purdue University Fort Wayne</p> <ul style="list-style-type: none"> • Spring semester the same as fall semester • Will allow spring break in 2021 • Athletics have no fans <p>Purdue University Northwest</p> <ul style="list-style-type: none"> • None 	<p>Miller/Hall</p> <p>Staack/Funk</p>

	University Reports <ul style="list-style-type: none"> • None 	
Item #8 New Business	<ul style="list-style-type: none"> • None 	S Mellady
Item #9 Unfinished Business	<p>Final version of the Operating Procedures were approved</p> <ul style="list-style-type: none"> • Motion to Suspend the Rules: <ul style="list-style-type: none"> • Second: • Approved by majority • Motion to Adopt Operating Procedures: <ul style="list-style-type: none"> • Second: • Approved by majority 	S Mellady B Turner J Shepherd B Turner D Montgomery
Item #10 Areas of Representation and Bridge Submissions	Bridge Submissions <ul style="list-style-type: none"> • Winter Recess concern about essential employees getting time off later. FAQs assisted in answering this for the employee and should be reviewed if there are questions • Question / concern about cost of benefits and the premiums. Information shared about the increases over the last three years. Spousal coverage and tobacco use does cause an increase. Cost to employee as well as the cost to the university for the benefits is increasing 	S Mellady
Item #11 Call for Adjournment	<p>With there being no further business, the meeting adjourned at 3:13 p.m.</p> <p>Motion: Second:</p>	S Mellady J Wampler H Holley