

CAMPUS SERVICE STAFF ADVISORY COMMITTEE MINUTES
January 12, 2021

Members Present/Absent	See attached attendance.	
Item #1 Meeting Called to Order & Adoption of Agenda	<p>Chair called the meeting to order at 1:30 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 D Montgomery</p>
Item #2 Approval of Minutes	Chair asked for any corrections/additions to the December 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>CSSAC Membership – Jackie Prather has left the university</p> <p>Member of the Quarter – reminder to submit nominations</p> <p>Remote Work Guidelines and best practices sent from Provost Akridge on December 15</p> <p>Food Drive – ACE Food Pantry collaborating with multiple groups for donation collections</p> <ul style="list-style-type: none"> • CSSAC sponsoring a stop and will have donation box at Herrick • Speaker registration link: https://www.purdue.edu/diversity-inclusion/racial-justice-series/event/ace-food-drive/ <p>Roll Call – Completed after university officer reports and HR speaker</p>	S Mellady
Item #4 University Officers' Reports	<p>Appreciation Awards were in December payroll</p> <p>Focus on returning of students and testing for spring semester</p> <ul style="list-style-type: none"> • Students doing reentry testing prior to returning to campus • Residence hall students provided testing kits to take home and submit 10 days prior to arrival on campus • Off campus students being tested on campus at CoRec 	<p>Bill Bell VP for Human Resources</p>

	<ul style="list-style-type: none"> • International students and travelers being quarantined at Purdue Village <p>Surveillance testing continues (with some changes):</p> <ul style="list-style-type: none"> • Resident hall students and off campus students (those not in fraternities, sororities, and coops) will continue to be part of weekly random testing • 50% of students (current/new) who are members of a fraternity, sorority or coop will be tested weekly whether they live on campus or off • Testing of 10% of faculty and staff will now include those who are 50% or more on campus (formerly 10% testing of those 100% on campus) • Critical employees are still tested weekly • Employees with positive results will be removed for 90 days from random testing • Testing available for those wanting it at any time; call for appointment <p>Childcare impacted by COVID has increased demand on parents</p> <ul style="list-style-type: none"> • Working on links to resources for assistance regarding childcare • Implementing partnership with Care.com due to increased demand and will launch later in the month <p>Performance review cycle</p> <ul style="list-style-type: none"> • Reminder to update goals and prepare for assessments 	
<p>Item #5 HR Guest</p>	<p>Brenda Coulson, Director, Talent Acquisition</p> <p>Discussed update of internal career site</p> <ul style="list-style-type: none"> • SuccessFactors - infrastructure needed updates to provide more functionality • Internal will model external but with differences such as career development and job-seeker resources • Goal is to deliver by mid-February, provided updates have been completed by end of January • Requested feedback from group – bcoulson@purdue.edu <p>Discussed opportunities for professional development</p>	
<p>Item #6 Subcommittee Submitted Reports</p>	<p>Executive</p> <ul style="list-style-type: none"> • None <p>Communication</p> <ul style="list-style-type: none"> • Ongoing efforts to boost social media – slight gain in following <p>Professional Development</p> <ul style="list-style-type: none"> • None <p>PEAP</p>	<p>Mellady/Turner</p> <p>Montgomery/Holley</p> <p>Bender/TBD</p> <p>Props/Geiger</p>

	<ul style="list-style-type: none"> Looking to set up winery tour and contacting wineries for swag for those who complete tour of eight wineries <p>University Relations</p> <ul style="list-style-type: none"> Discussed 2021 kickoff of food drive 	Kirchgessner/Plantenga
<p>Item #7 Guest</p>	<p>Felica Ahasteen-Bryant, Director, Native American Educational and Cultural Center (NAECC)</p> <ul style="list-style-type: none"> Discussed the Native American Educational and Cultural Center which was established in 2007 Serves students, staff and faculty Land Acknowledgement to honor the indigenous caretakers of the traditional land of those indigenous people 65+ tribal nations represented at Purdue through students, faculty and staff which includes native Americans as well as Alaska native and native Hawaiian Builds community and sense of belonging for Purdue Native students, faculty, and staff Advocates for students and supports academic success and intercultural learning opportunities Mentoring – building and supporting Indigenous community emphasizing a sense of belonging Culturally relevant programs focused on Indigenous cultures Provides a safe, inclusive learning space for engaging conversations focused on Indigenous People 	
<p>Item #8 Regional Campus and University Committee Reports</p>	<p>Purdue University Fort Wayne</p> <ul style="list-style-type: none"> New building is now Doermer School of Business Working to offer hybrid model of classes – some classes changed from in person to online last minute New Division of Equity and Inclusion officer is Dr. MarTeze Hammonds Handing out masks to students, staff and faculty Lindsay Bloom – Healthy Boiler courses <p>Purdue University Northwest</p> <ul style="list-style-type: none"> None <p>Big Ten Collaboration Staff Advocacy</p> <ul style="list-style-type: none"> None <p>College of Engineering Staff Advisory Counsel</p> <ul style="list-style-type: none"> None <p>Employee Assistance Program</p> <ul style="list-style-type: none"> New provider discussion Upcoming presentations by providers <p>Healthy Boiler</p> <ul style="list-style-type: none"> None <p>Martin Award</p> <ul style="list-style-type: none"> Award presented in December at MaPSAC meeting <p>New Employee Experience</p> <ul style="list-style-type: none"> None 	

	<p>Protect Purdue</p> <ul style="list-style-type: none"> • None <p>Recreational Wellness Advisory Board</p> <ul style="list-style-type: none"> • None <p>Retirement Planning Meeting</p> <ul style="list-style-type: none"> • None <p>Spring Fling</p> <ul style="list-style-type: none"> • None <p>Staff Memorial Committee</p> <ul style="list-style-type: none"> • None <p>Policy Committee</p> <ul style="list-style-type: none"> • None <p>University Senate</p> <ul style="list-style-type: none"> • None <p>Staff Appeals - Traffic Regulations</p> <ul style="list-style-type: none"> • Reviewed four appeals – upheld three, one given warning <p>Sustainability</p> <ul style="list-style-type: none"> • None <p>Faculty Compensation and Benefits</p> <ul style="list-style-type: none"> • None <p>Parking and Traffic</p> <ul style="list-style-type: none"> • None <p>Arts and Design</p> <ul style="list-style-type: none"> • None 	
Item #8 New Business	<ul style="list-style-type: none"> • None 	S Mellady
Item #9 Unfinished Business	<ul style="list-style-type: none"> • None 	S Mellady
Item #10 Areas of Representation and Bridge Submissions	<p>Received one and forwarded to Bill today; will provide more information at next meeting</p> <p>Complaint of employee contacting EAP but never being contacted – asked to submit Bridge form</p>	<p>S Mellady</p> <p>M Geiger</p>
Item #11 Call for Adjournment	<p>With there being no further business, the meeting adjourned at 3:20 p.m.</p> <p>Motion:</p> <p>Second:</p>	<p>S Mellady</p> <p>A Kirchgessner</p> <p>B Plantenga</p>