

CAMPUS SUPPORT STAFF ADVISORY COMMITTEE MINUTES
June 8, 2021

Members Present/Absent	See attached attendance.	
Item #1 Meeting Called to Order & Adoption of Agenda	<p>Chair called the meeting to order at 1:31 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</p> <p>M Lester</p>
Item #2 Approval of Minutes	Chair asked for any corrections/additions to the May 2021 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 Carrie Hanson by noon Thursday prior to the full meeting so that they may be included with the agenda</p> <p>Roll Call – favorite ice cream</p>	S Mellady
Item #5 University Officers' Reports	<p>Protect Purdue Summary Report</p> <ul style="list-style-type: none"> • Published in Purdue Today • Year in review regarding protecting Purdue <p>COVID testing and vaccination</p> <ul style="list-style-type: none"> • Site will be open during summer • Surveillance testing continues as needed <p>Future of Work Project Team</p> <ul style="list-style-type: none"> • Develop new workplace strategies • Examine student support, customer service, and space optimization • Three feedback opportunities – 30+ department interviews with department leaders, a survey to be sent to employees, and employee focus groups <p>Compensation team</p> <ul style="list-style-type: none"> • Completing merit verifications • Merit notices to be sent to managers once completed • Managers will review with employees 	<p>Bill Bell</p> <p>VP for Human Resources</p>

Item #6 New Business	None	S Mellady
Item #7 Subcommittee Submitted Reports	<p>Executive</p> <ul style="list-style-type: none"> • Review of documents from subcommittees • Membership application process • Working on annual reports <p>Communication</p> <ul style="list-style-type: none"> • Social media activity down a bit • Social media guidelines to be reviewed by subcommittee <p>Professional Development</p> <ul style="list-style-type: none"> • Letters sent for employee and dependent grants • Grant information to be shared on social media <p>PEAP</p> <ul style="list-style-type: none"> • Winery tour has no additional check-ins to receive sticker – continue to promote via social media • Art walk in July • Chicago trip depends on university guidelines • Promote local businesses for Thanksgiving shopping weekend • Corn maze • Information being updated for reporting procedures • Possible recognition for outgoing members and new members in August <p>University Relations</p> <ul style="list-style-type: none"> • Meeting weekly to work on STAR program • Possible video for university relations and social media postings 	Mellady/Turner Montgomery/Holley Bender/TBD Props/Geiger Kirchgessner/Plantenga
Item #8 Regional Campus and University Committee Reports	<p>Purdue University Fort Wayne</p> <ul style="list-style-type: none"> • No report <p>Purdue University Northwest</p> <ul style="list-style-type: none"> • STAR celebration <p>Big Ten Collaboration Staff Advocacy</p> <ul style="list-style-type: none"> • No report <p>College of Engineering Staff Advisory Counsel</p> <ul style="list-style-type: none"> • No report <p>Employee Assistance Program</p> <ul style="list-style-type: none"> • No report <p>Martin Award</p> <ul style="list-style-type: none"> • No report <p>Healthy Boiler</p> <ul style="list-style-type: none"> • No updates on new vendor since last meeting <p>New Employee Experience</p> <ul style="list-style-type: none"> • No report <p>Protect Purdue</p> <ul style="list-style-type: none"> • No report 	

	<p>Recreational Wellness Advisory Board</p> <ul style="list-style-type: none"> • No report <p>Retirement Planning Meeting</p> <ul style="list-style-type: none"> • No report <p>Spring Fling</p> <ul style="list-style-type: none"> • No report <p>Staff Memorial Committee</p> <ul style="list-style-type: none"> • No report <p>Policy Committee</p> <ul style="list-style-type: none"> • Next meeting on June 16 <p>University Senate</p> <ul style="list-style-type: none"> • No report <p>Staff Appeals - Traffic Regulations</p> <ul style="list-style-type: none"> • No report <p>Survey Oversight Committee</p> <ul style="list-style-type: none"> • Writing guidelines for policies <p>Sustainability</p> <ul style="list-style-type: none"> • No report <p>Faculty Compensation and Benefits</p> <ul style="list-style-type: none"> • No report <p>Parking and Traffic</p> <ul style="list-style-type: none"> • No report <p>Arts and Design</p> <ul style="list-style-type: none"> • No report 	
Item #9 Guest	<p>Michelle Jansen, HR Business Partners – Myers-Briggs</p> <ul style="list-style-type: none"> • Reviewed MBTI Assessment Types and Development of MBTI • MBTI reports to be sent following presentation • HR has resources that can be checked out – contact Teresa Rohler • Reach out to Michelle for questions 	
Item #10 Unfinished Business	None	S Mellady
Item #11 Areas of Representation and Bridge Submissions	None	B Turner
Item #12 Call for Adjournment	With there being no further business, the meeting adjourned at 3:30 p.m.	S Mellady