

CAMPUS SERVICE STAFF ADVISORY COMMITTEE MINUTES
May 11, 2021

Members Present/Absent	See attached attendance.	
Item #1 Meeting Called to Order & Adoption of Agenda	Chair called the meeting to order at 1:31 p.m. A motion to adopt agenda with changes: Motion: Second:	S Mellady H Holley A Kirchgessner
Item #2 Approval of Minutes	Chair asked for any corrections/additions to the April 2021 minutes. Hearing no corrections, the minutes are approved.	S Mellady
Item #3 Election	Vice-chair Nominee Presentations - L. Hitze, H. Holley, B. Plantenga - each nominee provided background on themselves Vice-chair and emeritus voting via Qualtrics Survey	S Mellady
Item #4 Announcements	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 Member of the Quarter – Melissa Geiger	S Mellady
Item #5 University Officers' Reports	COVID vaccinations <ul style="list-style-type: none"> • Not required to attend events or participate on campus • Those faculty, staff, students who decline vaccination will be required to participate in frequent, mandatory surveillance testing • If fully vaccinated, submit vaccination status to be exempt from mandatory surveillance testing Performance management <ul style="list-style-type: none"> • Review conversations occurring this month • Merit sheets to be sent to those assigning merit; merit raises July 1 • Work location as part of that discussion - operational needs and preferences Healthy Boiler portal replacement <ul style="list-style-type: none"> • Committee viewed four (4) vendor presentations 	Bill Bell VP for Human Resources

	<ul style="list-style-type: none"> • Will hold debrief on presentations and have additional follow up with a couple of vendors • New portal will be easier to use and access, be one-stop shopping, more interactive than current • More information to come 	
Item #6 New Business	None	S Mellady
Item #7 Areas of Representation and Bridge Submissions	<p>Received questions about personal ergonomic assessments by REM</p> <ul style="list-style-type: none"> • Eric Butt, REM director, advised they are aware of the backlog of requests and are working to finish the list • Employees were provided this information 	B Turner
Item #8 Subcommittee Submitted Reports	<p>Executive</p> <ul style="list-style-type: none"> • Annual report information due end of June • Discussed possible change to term date to align with other groups – send comments/questions to Sara and Brock • Addition of items to Operational procedures <p>Communication</p> <ul style="list-style-type: none"> • Purdue Day of Giving – almost \$2,000 bonus in addition to donations <p>Professional Development</p> <ul style="list-style-type: none"> • Work continues on dependent / employee grants <p>PEAP</p> <ul style="list-style-type: none"> • Wine tour - use hashtag for wine tour and participants will receive sticker <p>University Relations</p> <ul style="list-style-type: none"> • Work continues on STAR program 	<p>Mellady/Turner</p> <p>Montgomery/Holley</p> <p>Bender/TBD</p> <p>Props/Geiger</p> <p>Kirchgessner/Plantenga</p>
Item #9 Regional Campus and University Committee Reports	<p>Purdue University Fort Wayne</p> <ul style="list-style-type: none"> • Asked about Indigenous acknowledgement statement on WL campus • PFW staff members are requesting this • S. Mellady provided link to Native American Cultural Center on WL campus <p>Purdue University Northwest</p> <ul style="list-style-type: none"> • STAR celebration – 12 employees participated <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"> • None <p>Martin Award</p> <ul style="list-style-type: none"> • None <p>Healthy Boiler</p>	

	<ul style="list-style-type: none"> • Referenced University Officer update from Bill Bell <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"> • Proposed policies were approved <p>University Senate</p> <ul style="list-style-type: none"> • Proposed restructuring of senate and questions have been raised • Colleen Brady, selected as vice-chair • Senate approved proposal acknowledging indigenous people’s land use • Equity and diversity committee – sanitary products in all restrooms • Any questions can be sent to Sara <p>Staff Appeals - Traffic Regulations</p> <ul style="list-style-type: none"> • Reviewed two appeals and both were upheld <p>Survey Oversight Committee</p> <ul style="list-style-type: none"> • New committee to look at effectively send survey’s to staff • Survey’s sent to group for approval to avoid duplication • Discussed how committee will operate • Calendar created on survey’s being sent <p>Sustainability</p> <ul style="list-style-type: none"> • Presentation to Senate committee • Listened to student updates from various committees <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 	
<p>Item #10 Guest</p>	<p>Renee Thomas, Director, Black Cultural Center</p> <ul style="list-style-type: none"> • Expressed appreciation for work of CSSAC and for the invitation • Extended invitation to visit the Black Cultural Center, open 10 a.m. to 4 p.m. • Shared information about her cultural heritage and background 	

	<ul style="list-style-type: none"> • Shared information about the center which was founded in - founded in 1969 • First African American graduate was David Robert Lewis in 1894, College of Engineering 	
Item #11 Unfinished Business	None	S Mellady
Item #12 Call for Adjournment	<p>With there being no further business, the meeting adjourned at 3:07 p.m.</p> <p>Motion:</p> <p>Second:</p>	<p>S Mellady</p> <p>D Montgomery</p> <p>A Kirchgessner</p>