

**To:** CSSAC Members and MaPSAC Members

**From:** Chairs Rendi Tharp & JJ Sadler

**Subject:** Minutes of the joint meeting of the advisory committees

**Date:** March 14, 2023 via MS Teams, 1:30-3:30 p.m.

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## Attendance: Included at bottom

1:30 p.m.

### Item #1 – Meeting Call to Order and Adoption of Agenda

Quorum was met by both committees met; CSSAC Chair called the meeting to order at 1:34 p.m.

Chair asked for additions to the agenda

- Added: University Officers Report
- Melissa Hay motioned to adopt the agenda; Amy Atkinson seconded
- Motion carried; agenda is adopted with addition

### University Officers report

- John Gipson, Chief of Staff to Provost and Assistant Vice Provost for Academic Operations
  - President Chiang hosting family Easter egg hunt at Westwood; notifications will be sent to those selected
  - Looking at ways to recognize staff and accepting ideas

### Item #2 – Guest speaker

- Dr. Diksha Mittal, Breathwork Trainer with SKY Campus Happiness and IAHV and Lavanya Krishna, graduate student Engineering, previously was SKY club president
  - Breathwork and Meditation Wellness program
  - Four pillars: Emotional intelligence, service, leadership, and social connection
  - Been around 40 years and on 120 campuses
  - Offers meditation workshops, mindfulness techniques, and retreats
  - Explained breathing is a secret tool as every emotion has a corresponding breathing pattern
  - <https://www.boilerlink.purdue.edu/organization/skyatpurdue>

### Item #3 – Approval of February 2024 Minutes

CSSAC Chair asked for corrections/changes to the February 2023 minutes:

- Hearing no changes; minutes accepted as written.

MaPSAC Chair asked for corrections/changes to the February 2023 minutes:

- Hearing no changes; minutes accepted as written.

### Item #4 – Announcements

- Introduction of CSSAC new Vice Chair Chad Cahoon
- Written reports for subcommittees and university committees are due by noon Thursday prior to the full meeting. **Please upload to your respective Teams folders.**
- Members are asked to turn on their cameras at the start of the meeting
- CALL OUT! – Spring Fling 2024 (May 23, 2024) has a need for volunteers! Watch for information in Purdue Today in the coming weeks about this opportunity.

- CSSAC Member of the Quarter nominations
- MaPSAC and CSSAC Vice Chair call for nominations

#### **Item #5 - Roll Call**

- If you didn't live here, where would you want to live?

#### **Item #6 – Sub Committee Breakout Rooms (20 minutes)**

- Compensation & Benefits / PEAP / Purdue Discount Committee
  - Topics: Benefits of Purdue Employment / Evaluations / Merit / Goals
    - Currently 21 discounts
    - Chicago trip will be December 7; one bus reserved
    - Other events in the works
    - Concerns regarding evaluations and merit increases: more transparency and consistency needed
    - Delays in Fidelity deposits
- Membership & Communications / Communications
  - Topics: Improving Campus Communication and Networking with Purdue Indy
    - Concern is whether information is getting to the right people
    - Discussed use of social media and flyers around campus
    - Finding ways to collaborate with Purdue Indianapolis will be critical
    - CSSAC Chair noted that Purdue Today is more research and faculty-focused and needs more staff focused items at the top
      - Carli advised she will relay concerns to others in her area
- Professional Development / Professional Development
  - Topics: Promoting of grants and staff excellence awards
    - MaPSAC
      - Reflected on committee utilizing resources and their mission statements
      - Guest speaker for 2024 to discuss burnout and strategies
      - Spring grant had 47 applicants and are being reviewed at this time
    - CSSAC
      - Staff and dependent grants application period now open; due by 4/15/24
      - Excellence award nominations due 3/29/24; one award each to service and support staff
- Executive
  - Discussed preparation for the staff memorial and preparation for the memorial

#### **Item #7 – Full Subcommittee Reports**

- MaPSAC
  - Aquatics center updates to begin
  - MaPSAC Chair provided update on parking meeting between CSSAC and MaPSAC Executive teams and Parking Director
- CSSAC
  - None

#### **Item #8 – Call for Adjournment**

- Terri Griffin motioned to adjourn; Tracy Reifel seconded.
- Meeting adjourned at 3:30 p.m.

The next regular meeting of CSSAC is April 9, 2024 via MS Teams

The next regular meeting of MaPSAC is April 10, 2024 via MS Teams

**Subcommittee Written Reports – CSSAC**  
**Subcommittee Written Reports – MaPSAC**

20 voting members Quorum = 11		Teams	Teams	Teams	Teams	Teams	Teams	Teams	Teams	Teams	Teams	Teams
		6/13/23	7/11/23	8/8/23	9/12/23	10/10/23	11/14/23	12/12/23	1/9/24	2/13/24	3/12/24	4/9/24
1	Atkinson, Amy	P	P	P	P	A	P	P	P	P	P	
2	Brown, Tom	P	P	P	P	P	P	P	A	P	P	
3	Bugg, Amy (PNW)			P	P	A	P	P	P	P	P	
4	Burton, Robert (PFW)			P	A	A	A	A	A	A	P	
5	Butram, Stephanie	P	P	P	P	P	P	P	P	A	A	
6	Cahoon, Chad	P	P	A	P	P	P	P	P	P	P	
7	Carroll, Jacquie	A	P	P	P	P	P	P	A	P	P	
8	Chang, Anna (Chia Chun)	P	P	P	P	P	P	P	A	P	A	
9	Fields, Mark	P	P	A	P	P	P	P	P	P	P	
10	Gomez, Jurgen	P	P	P	A	P	P	A	P	P	P	
11	Griffin, Terri	P	P	P	P	P	P	P	P	P	P	
12	Hay, Melissa	P	P	P	P	A	A	P	A	P	P	
13	Jasek, Melissa	P	P	P	P	A	P	P	P	P	P	
14	Kawlewski, Jennifer	A	A	P	P	P	A	P	P	P	P	
15	Michel, Debra	P	P	P	P	P	P	P	A	P	P	
16	Moore, Beth	P	P	P	P	P	P	P	P	A	P	
17	Reifel, Tracy	A	P	P	P	P	P	P	P	P	P	
18	Ridgley, Melissa	A	P	P	A	A	P	A	A	A	A	
19	Roskuski, Michelle	A	P	P	P	P	P	P	A	P	P	
20	Tharp, Rendi	P	P	P	P	P	P	P	P	P	P	
	Boyle, Amy - HR	P	P	P	A	P	P	P	P	P	A	
	Hanson, Carrie - HR	P	P	P	P	P	P	P	P	P	P	
	Nickel, Abbey - M&M	P	P	P	P	P	Maternity	Maternity	Maternity	Maternity	Maternity	
	Rosenberger, Carly - M&M						P	P	P	P	P	
	Wilcox, Alyssa - Chief of Staff	P	P			P		P				