

CSSAC

Campus Support Staff Advisory Committee

To: CSSAC Members
From: Chad Cahoon, CSSAC Chair
Re: Agenda for June 11, 2024 meeting via MS Teams

Attendance: Included at bottom

1:30 pm

Item #1 – Meeting Call to Order

Quorum was met; Chair called the meeting to order at 1:33 p.m.

Item #2 - Adoption of Agenda

Chair asked for additions to the agenda.

- Melissa Hay motioned to adopt the agenda; Melissa R. seconded.
- Motion carried; agenda is adopted.

Item #3 – Approval of Minutes

Chair asked for corrections/changes to the May 2024 minutes.

- Hearing no changes; minutes accepted as written.

Item #4– University Officers’ Reports

- Amy Boyle, Vice President for Human Resources
 - Will continue work on salary threshold expectations after raises are in place July 1
 - 33 staff coming on from Purdue Indy; 50 new staff to be hired
- John Gipson, Chief of Staff to Provost, Assistant Vice Provost for Academic Operations – No report
- Alyssa Wilcox, Chief of Staff to the President and Senior Vice President of Partnerships
 - Moving into a new position on July 1; new Chief of Staff will be Ian Hyatt
 - Board of trustees endorsed One Health initiative
 - New Purdue partners on initiatives: Eli Lily and Elanco (opening new location in Indy)
 - Purdue Indy – June 27 celebration/kickoff in Indianapolis on the Circle
 - President Chiang and First Lady’s schedules mapped out through December
 - No new announcements to come in June

Item #5– Guest Speaker - None

Item #6 – Announcements

- Reminder for everyone to turn on cameras during the meeting
- Reminder that subcommittee chairs and university committee representatives should be writing reports for all meetings and uploading a MS Word version (no PDFs) of those to [CSSAC’s MS Teams folder](#) by noon Thursday prior to the full meeting.
- Subcommittee chairs should send pertinent subcommittee items to be published in newsletter by the 17th of each month to Stephanie Butram. This includes awards, trip information, professional development, grants, etc.
- Roll Call – Favorite summertime activity?

Item #7 – Discussion/Questions of Subcommittee Written Reports

Executive

Cahoon/Rochin Gomez/Jasek

- Subcommittee assignments have been made and members have been notified

- University committees were assigned and members have been notified
- Carrie encouraged new members to step up for vice-chair opportunities in their subcommittees
- Met with MaPSAC executive committee
 - CSSAC will stay on Big 10 Collaboration committee – Melissa J. will be removed, Chad and Jurgen added
 - Discussed vacation/sick time
 - Discussed forced retirements
 - Discussed stipends for leadership teams
- Possible sick time bank

Communication

Butram/TBD

- Keeping same format for newsletter
- Items to add need to be submitted by 17th

Professional Development

Atkinson/TBD

- Continuing work on STAR program; minor HR delays but still moving forward
- Finalizing employee/dependent grants and notifications will be sent soon

Purdue Employees Activity Program (PEAP)

Michel/TBD

- Asked for suggestions for possible events
- Will be scheduling meetings soon

Purdue Discount Program

Reifel/TBD

- Several businesses are interested in offering discounts but have not submitted agreement
- Still need information from previous members

Item #8– Discussion/Questions of Regional and University Committees Submitted Reports

Purdue University Fort Wayne

- No update

Burton

Purdue University Northwest

Bugg

- Purdue Northwest had a Get to know CSSAC Breakfast. We had a great turnout!
- CSSAC/MAPSAC end of year celebration is in July.
- 2 new members

Big Ten Collaboration Staff Advocacy

Cahoon/Rochin Gomez/Tharp

College of Engineering Staff Advisory Council

Gad/Ridgley

Eudoxia Girard Martin Award

Jasek/Cahoon

Healthy Boiler

Chang/Martin

New Employee Experience

Hay/Hodge

Recreational Wellness Advisory Board

Rochin Gomez/Miller

Retirement Investment Planning Meeting

Michel/Flora

Spring Fling

Jasek/Hodge

Staff Memorial Committee

Cahoon/Rochin Gomez

Survey Oversight Committee

Roskuski/Butram

University Policy Committee

Miller/Atkinson

University Senate

Rochin Gomez/Cahoon

University Senate Advisory

Cahoon/Rochin Gomez

University Senate: Staff Appeals Board Traffic Regulations

Jasek/Gad

University Senate: Committee for Sustainability

Flora/Griffin

University Senate: Faculty Compensation and Benefits

Pullins/Hay

University Senate: Parking and Traffic

Moore/Brown

University Senate: Visual Arts and Design Committee

Martin/Reifel

University Senate: Equity and Diversity Standing Committee

Brown/Pullins

Item #9 Bridge Forms

- Flex-time question for hybrid/remote employees
- More sick and vacation leave for hourly employees
 - Forwarded to Amy in HR for response
 - Waiting on the comparative study to be done this summer
 - Receiving more Bridge forms about this topic
- Sick bank for employees to share their sick time with others who need it
 - Forwarded to HR and they will be looking into how it might work

Item #10 – New business

- Purdue Online – CSSAC presentation in October to Purdue Online employees
- Guest Speaker suggestions requested
- Member of the Quarter – nominations being requested

Item #11 – Unfinished business

- None

Item #12– Area updates, Items of interest

- None

Item #13 – Call for Adjournment

Chair called for adjournment.

- Tracy motioned to adjourn; Amy seconded.
- Meeting adjourned at 2:47 p.m.

Next full committee meeting scheduled for July 9, 2024, via Teams

Subcommittee monthly meeting reports: [Subcommittee Written Reports – CSSAC](#)

