

To: CSSAC Members and MaPSAC Members

From: Chairs Chad Cahoon & Misty Hein

Subject: Minutes of the joint meeting of the advisory committees

Date: October 8, 2024 via MS Teams, 1:30-3:30 p.m.

Attendance: Included at bottom

1:30 p.m.

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

CSSAC Chair called the meeting to order at 1:34 p.m.

Chair asked for additions to the agenda, none presented

- Tracy Reifel motioned to adopt the agenda; Shawn Flora seconded
- Motion carried; agenda is adopted as written

Item #2 – STAR presentation by

- Cindy Moscrip, Lead Organizational Development Specialist, HR
 - Strategic Training and Resources Program (STAR Program)
 - Designed to offer professional development to expand workforce capabilities
 - Components:
 - Strategic Design
 - Dynamic Learning
 - Continuous Assessment and Improvement
 - Cohorts of 25 people that will roll out quarterly
 - 4 achievement levels
 - Post-program recognition
 - Partnered with CSSAC Professional Development
 - Soft launch in late winter or early spring with full launch planned for Summer 2025.

Item #3– University Officers' Reports

- John Gipson | Chief of Staff to Provost, Assistant Vice Provost for Academic Operations
 - Daniels School of Business (DSB) – Sports Management will be new
 - Enrollment came in higher than anticipated including 10,600 new beginners
 - Smaller freshman class next year
- Jessica Robertson, Associate Vice President for Auxiliary Services
 - Air service to Chicago
 - Launched in mid-May and operating out of the old terminal
 - Southern Airways performing well with 90% on time rate
 - One 9-passenger plane with 800 flights and 2700 passengers to date
 - Service is for students, employees and community
 - Southern sets pricing
 - Parking
 - Permit sales for each type determines where parking changes need to be made
 - Changes being assessed for next fiscal year
 - Asking for thoughts and suggestions
 - Parking Services is self-funded

- CityBus contract paid out of Parking funds; no discussion for next year yet with CityBus
 - Technology to show where parking is available is still being explored
 - For new construction - sometimes Parking is consulted, sometimes not
 - Discussion of mail delivery to Indy – best practices still being determined
- Ian Hyatt | Chief of Staff to the President
 - Initiatives:
 - PU Indy startup was successful, focus remains to achieve success
 - Purdue Computes continues growth and change
 - One Health focused on animal, human, and environmental health
 - Daniels School of Business – substantial changes in its operations and broad reaching across the university with STEM and future-focused business education

Item #4 – Approval of September 2024 Minutes

CSSAC Chair asked for corrections/changes to the September 2024 minutes:

- Hearing no changes; minutes accepted as written.

MaPSAC Chair asked for corrections/changes to the September 2024 minutes:

- Hearing no changes; minutes accepted as written.

Item #5 – Announcements

- 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

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

- Compensation & Benefits / PEAP / Purdue Discount Committee
 - Benefits of Purdue Employment
 - Open Enrollment 2025 changes
- Membership & Communications / Communications
 - Improving Campus Communication & Networking with Purdue Indy
 - Newsletter management
- Professional Development / Professional Development
 - Promoting of grants and staff excellence awards
 - STAR program
- Breakout room report out
 - Compensation & Benefits/PEAP/Discount Committee
 - Compensation Statements had some information from 2023
 - MaPSAC will be addressing this
 - Membership & Communication/ Communications
 - Discussed networking with Indy and membership for both CSSAC and MaPSAC staff
 - Discussed newsletter management
 - Professional Development
 - Grants/excellence awards
 - Funds are limited
 - Question asked of Carrie - can other units/areas chip in on grants
 - Share grant information with all more widely

Item #7 – Full Subcommittee Reports

- MaPSAC

- Comp & Benefits – shared info for MaPSAC members
- Professional Development – shared info for MaPSAC members
- Membership and Communications – shared info for MaPSAC members
- CSSAC
 - Professional Development
 - New employee Info session almost ready to go for next week
 - PEAP
 - Chicago trip –23 seats available
 - Exploration Acres
 - Event to be held 3rd weekend in October
 - Purdue Gear discount every Saturday
 - Communications
 - October Newsletter went out
 - Working on November’s newsletter
 - CSSAC Facebook doing well with several new followers
 - Discount Committee
 - Added another business – Clark’s Aquarium
 - Still talking to several businesses
 - Working on article for Campus Connect newsletter
 - Would like MaPSAC people to assist with gathering businesses for discounts and to added discount info to MaPSAC newsletter
 - Placards to go out to current businesses

Item #8 – Call for Adjournment

CSSAC Chair called for motion to adjourn

Motion made by Amy Atkinson, seconded by Amanda Limiac

Meeting adjourned at 3:26 p.m.

The next regular meeting of CSSAC is November 12, 2024 via MS Teams

The next regular meeting of MaPSAC is November 13, 2024 via MS Teams

**Next joint CSSAC/MaPSAC meeting will be in person at 2550 on Tuesday, March 11, 2025, from noon to 3:30 with 12 to 1:30 for those who want to bring their lunch and visit with other members of both committees

[Subcommittee Written Reports – CSSAC](#)

[Subcommittee Written Reports – MaPSAC](#)

21 voting members Quorum = 11		Teams	Teams	Teams	Teams	Teams	Teams	Teams	Teams	Teams	Teams	Teams	
		6/11/24	7/9/24	8/13/24	9/10/24	10/8/24	11/12/24	12/10/24	1/14/25	2/11/25	3/11/25	4/8/25	5/13/25
1	Atkinson, Amy	P	P	P	P	P							
2	Brown, Tom	P	P	P	P	P							
3	Bugg, Amy (PNW)	P	P	P	P	P							
	Burton, Robert (PFW)	A	P	P	P								
1	Butram, Stephanie	A	P	P	P	P							
5	Cahoon, Chad	P	P	P	A	P							
	Carroll, Jacquie (Emeritus)	P	P	P	P	P							
3	Chang, Anna (Chia Chun)	P	P	P	P	P							
	Fields, Mark (Emeritus)	P	A	A	A	P							
7	Flora, Shawn	P	P	P	P	P							
	Gad, Kaylee	P	P	P	P	A							
3	Griffin, Terri	P	A	A	P	P							
	Hay, Melissa	P	P	A									
0	Hodge, Maddie	P	P	A	P	P							
1	Jasek, Melissa	P	P	P	P	P							
	Kawlewski, Jennifer (Emeritus)	A	A	A	P	A							
2	Martin, Ashley	A	P	P	P	P							
3	Michel, Debra	P	P	A	P	P							
1	Miller, Josh	P	P	A	P	P							
5	Moore, Beth	P	P	A	P	A							
3	Pullins, Chris	P	P	A	A	A							
7	Reifel, Tracy	P	P	P	P	P							
3	Ridgley, Melissa	P	A	A	A	P							
9	Rochin Gomez, Jurgen	P	P	P	P	P							
0	Roskuski, Michelle	P	A	P	P	P							
1	Rouleau, Jessica (PFW)	A	P	P	P	A							
	Tharp, Rendi (Emeritus)	P	P	A	P	P							
	Boyle, Amy - HR	P	P	P	P	A							
	Gipson, John - Provost	A	P	P	A	P							
	Hyatt, Ian - Chief of Staff		A	A	A	P							
	Wilcox, Alyssa - Chief of Staff	P											
	Hanson, Carrie - HR	P	P	A	P	P							
	Rosenberger, Carly - M&M	P	P	P	P	P							