

# MaPSAC

Management and Professional Staff Advisory Committee

To: MaPSAC Members  
From: Amanda Emmons, Chair  
Subject: Minutes for February 8, 2023 meeting via MS Teams

---

**Present:** Bill Bell, Iona Brinson, Megan Brashear, Kelsey Chapman, Amy Deitrich, Amanda Emmons, Joe Freeman, Hugh Gardner, Elizabeth Gray, Carrie Hanson, Misty Hein, Ryan Ickert, Mark McNalley, Tony Mull, Christal Musser, Samantha Obeyesekera, Jaclyn Palm, Kim Pearson, Carly Rosenberger, JJ Sadler, Wesley Shoop, Angie Sigo, Annapurni Subramaniam, Jacki Thomas-Miller, Kerry Ticen, Yang Yang

**Absent:** Eric Adams, Colleen Banter, Iona Brinson, Stephanie Dykhuizen, Christina Egbert, Nicole Finley, Rachel Pollack, Michael Springer

**Guest:** Leslie Martin

**1:30 p.m.**

**Item #1 – Call to order**

Chair Amanda Emmons called the meeting to order at 1:31 p.m.

**Item #2 – Adopt Agenda;**

Amanda asked for additions to the agenda and corrections to the minutes. Hearing none, Angie Sigo, Megan Brashear. made a motion to adopt the agenda and approve the minutes as written.

**Item #3 – Approve Minutes**

Chair asks for additions/changes to the minutes. Hearing none the minutes are approved as written.

**Item #4 – Announcements**

- Written reports for all committees are due to [Michael Springer](#) and copy to [lod@purdue.edu](mailto:lod@purdue.edu) by noon Thursday prior to the full meeting
- Members please turn on cameras at the start of the meeting
- Subcommittee chairs and University committee members should continue work on their annual report. More to come.
- All members should review your directory information on the MaPSAC website: [https://www.purdue.edu/mapsac/about/current\\_members.html](https://www.purdue.edu/mapsac/about/current_members.html). Report all changes to Hugh Gardner, [hagardner@purdue.edu](mailto:hagardner@purdue.edu)
- Roll call/Icebreaker – What do you collect?

**Item #5 – University Officers’ Reports**

Mr. Bill Bell, Vice President for Human Resources

- BOT meeting held on February 3 and a special edition of [Purdue today](#) was published
  - Approved the naming of Mitchell E. Daniels, Jr., School of Business
  - Endorsed 12<sup>th</sup> consecutive year of tuition freeze
  - Approved 2023 winter recess
- Performance Evaluations
  - Goals should be updated in the SuccessFactors Performance Management system
  - Have conversations between supervisors and employees to ensure goals are aligned with work

- HR will provide more messaging in mid-February with links to web sites.
- Have conversation with teams, talk about the remote work regarding what works and what might not; especially in hybrid groups.
- Watch Purdue Today for more information.
- Staff Town Hall hosted by Chiang Ruhl Bell, 2:30-3:30 look for invitation
  - Invitation will read “meet President Mung Chiang”
  - MaPSAC and CSSAC chairs have been asked to emcee

**Item #6 –Subcommittee Reports (see attached reports for reference)**

- **Compensation & Benefits** **Chapman/Hein**
  - Recruiting for excellence awards till Sept 21
- **Membership & Communications** **Gray/Dykhuzen**
  - Encouraged all members to check [web directory](#) for updates
    - Updates should be sent to [hagardner@purdue.edu](mailto:hagardner@purdue.edu) or [mapsac-mac@purdue.edu](mailto:mapsac-mac@purdue.edu)
  - Membership drive is open now through 2/24
  - Emails to areas with vacancies was sent today
  - Article in Purdue Today on Friday
- **Professional Development** **Palm/Thomas-Miller**
  - Grants: opened Feb 1 – March 1
    - Carly interviewed a former grant recipient and wrote an [article in PT](#) highlighting professional development
  - Voting on speaker for Hadley Professional Development Series; looking at April date
- **Executive Committee** **Emmons/Sadler**
  - Completing a budget request for submission for MaPSAC activities
  - Annual report – looking at ways to standardize the process (Qualtrics)
  - May create “job descriptions” for leadership positions in MaPSAC
  - Nominations for MaPSAC Vice chair opens in March, vote will take place in April

**Item #7 – Regional campus reports and university committee written reports**

- Purdue University Fort Wayne* **Louis**
  - Committee assignments have been completed
- Purdue University Northwest* **Brinson**
- College of Engineering Dean’s Staff Advisory Council* **Ticen/Gray**
  - New dean was announced: [Arvind Raman](#)
- Eudoxia Girard Martin Award (meets only in the fall)* **Musser/Finley**
- Recreation and Wellness Advisory Board* **Gardner/XXXX**
  - Meeting postponed, next meeting Feb 16
- Retirement Planning Committee (meets April & November)* **Banter/Hein**
- Spring Fling* **Springer/Emmons**
  - Met in January. Ideas for logo, watch for survey for in-person attendance.
- Staff Memorial* **Emmons/Sadler**
  - Have received names of those who passed. Continue with virtual memorial. Bells chime for each staff member.
- Survey Oversight Committee* **Dykhuzen/Finley**
- University Policy Committee* **Freeman/Gardner**
  - Two items; institution conflicts of interest (next meeting) Persona non grata begin reviewed currently. Change to clarify the policy so its easy to read and understand. Police most appropriate to issue
- University Senate* **Sadler/Emmons**
  - See attached

*University Senate Advisory*

*Emmons/Sadler*

- In-person meetings beginning next week
- President's goals for PRF, tax abatement for corporations. AI discussions. Shared governance still on the table for discussion.

*University Senate Faculty Committee: Staff Appeal Board Traffic Regulations*

*Shoop/Sigo*

- Cracking down on parking over the lines

*University Senate: Committee for Sustainability*

*McNalley/Subramaniam*

- People rolling off
- Un resource policy, supporting carbon neutral Purdue
- Proposals greater Lafayette climate action plan – Purdue to join Lafayette

*University Senate: Equity and Diversity Standing Committee*

*Chapman/Thomas-Miller*

- Voting whether or not to admit amendment to contain a DEI component to core curriculum

*University Senate: Faculty Compensation & Benefits Committee*

*Obeyesekera*

- By laws were approved. Purdue pharmacy program, promote pharmacy vending machine OTC etc.
- Purdue day care presentation availability and wait list information. HR service center data was reviewed

*University Senate: Parking & Traffic*

*Finley/Ickert*

*University Senate: Visual Arts and Design Committee*

*Mull/Deitrich*

**Item #8 – Unfinished Business**

Operating Procedures

- Update to guest policy – second reading
  - JJ presented the updated verbiage for a second reading and vote. Hearing no discussion, a motion to approve the changes was made by Mark McNalley; seconded by Ryan Ickert. The proposed changes are accepted and the Operating Procedures are adopted.

**Item #9 – New Business**

Leadership Positions on MaPSAC and subcommittees

- Discussion regarding responsibilities and time commitment
  - Vice chair for MaPSAC and Executive Secretary
  - Nominations taken in March, vote taken in April
- Subcommittees select their own vice chair

**Item #10 – Adjournment**

With there being no further business, Elizabeth Gray motions to adjourn, seconded by Christal Musser. The meeting adjourned at 2:34 p.m.

The next meeting of MaPSAC will be held Tuesday, March 14, 2023 in conjunction with CSSAC, via Teams