

MaPSAC

Management and Professional Staff Advisory Committee

To: MaPSAC Members
From: JJ Sadler, Chair
Subject: **MINUTES:** Full MaPSAC Meeting August 9, 2023 | 1:30pm-3:30pm | MS Teams

Minutes by: HR Facilitator, Carrie Hanson

Members Present: Eric Adams, Amy Boyle, Khristian Carr, Kelly Dold, Stephanie Dykhuizen, Amanda Emmons, Nicole Finley, Hugh Gardner, Karen Gick, Elizabeth Gray, Carrie Hanson, Misty Hein, LaShaunda Hill, Laura Holladay, Karen Louis, Leslie Martin, Mark McNalley, Samantha Obeyesekera, Kim Pearson, Carly Rosenberger, Nathan Rupp, JJ Sadler, Wesley Shoop, Jacki Thomas-Miller, Brock Turner, Amanda Ward, Stephanie Winder

Members Absent: Megan Brashear, Amy Deitrich, Kelsey Chapman, Joe Freeman, Melissa Taylor, Karen Louis, Katie May, JJ Sadler

Guests: Alyssa Wilcox, President's Chief of Staff and Vice President of Partnerships

1. Chair JJ Sadler called the meeting to order at 1:31 p.m.
2. Chair asks for additions to the agenda; hearing none, Hugh Gardner motions to adopt the agenda with no changes; Elizabeth Gray seconds. Hearing no objections, the agenda is adopted.
3. [Approve Minutes](#)
 - a. Chair asks for corrections to the minutes; hearing no changes, the minutes from July are approved as written.
4. **University Officers' Reports**
 - a. Alyssa Wilcox, Senior Vice President for Partnerships & President's Chief of Staff
 - i. Purdue in Indianapolis, Purdue Computes (Semiconductors/AI), and Daniels School of Business Dean starts next week
 - ii. Spread message that the President's calendar is booked from now until holidays (games, visitors, donors, trips away, bot meetings, etc.) Please request the president's appearance with as much notice as possible to ensure his availability
 - iii. Catharine Whitten is the contact for the First Lady, Kei.
 - b. Amy Boyle, Interim Vice President for Human Resources
 - i. Mobile app for SuccessFactors. Zach Jones is processing testing. Will go live system wide on August 31.
 - ii. Training series opportunities offered
 1. HR business partners received feedback regarding training needs for staff and supervisors. Currently planning the following:
 - a. One topic per month for employees and one for supervisors
 - b. Virtual and in-person
 - c. First topics:

- i. Managing conversations
 - ii. Understanding leaves at Purdue
- 2. Working on a Leadership Development Series in conjunction with American Management Association (AMA) that includes the following topics:
 - a. Professional effectiveness
 - b. Relationship management
 - c. Business acumen
 - d. Emotional intelligence
 - e. Will use AMA Book of knowledge and HR's Supervisor Tool Kit
- iii. Purdue Indianapolis
 - a. Some positions posted
 - b. May transition early

Question about tech allowance criteria; the website does not provide much information.

Amy Boyle stated that currently there is a great variance of how much employees receive. Intent to remove it as a policy, but rather provide guidance about who might receive the allowance.

Question about whether the Lifestyle Spending Account would be implemented this year. In a meeting with Comp & Benefits, Candace Shaffer stated that it was not approved this year, but possibly next year.

5. Roll Call – Name and department

6. Breakout Rooms for Small Group Discussions (10-15 minutes)

- c. Introduce yourself to those in your group and discuss any “pressing matters” for your unit(s). Have someone report out on what was discussed.

Room 1

- Family resource fair
- Fall festival
- Brock taught the group about a new tool he has been using

Room 2

- Purdue Indy – impact on staff changes, dept structures, student facing roles & compensation
- Benefits – loss of rental car discount update

Room 3

- Hiring and retention concerns. People are leaving and getting 6 figure raises elsewhere.
- Looking into how to provide individual accolades at their campus
 - Thumbs Up
 - Bravo

Room 4

- Professional development grants
- Community spirit award
- Purdue Indy transition
 - Nathan talked about library specific; archives
 - Budgets
- New FAFSA regulations (simplification) for students

- Karen Louis (Fort Wayne) suggested we invite Heidi Carle from financial aid to speak at an upcoming meeting

7. Announcements

- Submit subcommittee and university committee reports in the folders linked below by the Thursday before the Full MaPSAC meeting.
- CSSAC PEAP Representative – Let JJ and Misty know if you want to volunteer for this role to be appointed.
 - PEAP plans campus-wide events for employees and their families such as the Chicago shopping trip, Exploration Acres, and Pacers games. It's a lot of work and would like to include MaPSAC on the subcommittee.
 - Laura Holladay volunteered to serve.
- CSSAC has been offered to send a representative to MaPSAC's C&B subcommittee.
- Executive Secretary Role – Let JJ and Misty know if you are interested in this role to be appointed.
 - Work with chair and vice-chair on planning MaPSAC agendas and business
 - Will take roll and minutes of full committee meetings and serve as back-up for Parliamentarian during executive committee meetings in this capacity
 - Serve as back-up to chair and vice-chair in meetings if they cannot attend
- Send JJ and Misty speaker suggestions from across campus to have present during MaPSAC meetings

8. Subcommittee Reports (See full reports in MS Teams)

- Compensation & Benefits Obeyesekera/Martin
 - July 26. Candace Shaffer attended to answer questions re: remote works
 - Health Sync access is currently only offered in Indiana, but negotiating with Anthem to expand the service
 - Center for Healthy Living not available for all employees, however, everyone can attain preventive services at 100% covered
 - Car rental discount
 - Sabra Moulton provided a discount code which is available on the travel website. Look for announcement soon.
 - Purdue rebranding
 - Will invite Amy to a future meeting to hear more about survey results
 - Agree to allow a CSSAC member serve on this subcommittee
- Membership & Communications Dykhuisen/Adams
 - Filling vacancies, 4 new members
 - Community Spirit Award, nominations through September 15
 - Reviewing MaPSAC website to identify possible updates
- Professional Development Thomas-Miller/Deitrich
 - Searching for Hadley speaker
 - Any speaker suggestions are welcome to Jackie and/or Amy
 - Announcing fall grants soon
- Executive Sadler/Hein
 - Mark McNalley approved for at-large membership after suspending Operating Procedures to allow a fourth at-large member due to an employment change.
 - Reviewed annual timeline; C&B needs to add info for July forward

- iii. Discussed some in-person meeting opportunities. Please submit any ideas to JJ and/or Misty
- iv. Resource Fair will be held this fall. HR will coordinate as University Committee with representation from CSSAC and MaPSAC.

9. Regional Campus Reports (See full reports in MS Teams)

- a. Purdue University Fort Wayne Louis
 - i. Enrollment is up the first time since Covid!
 - ii. All time record for students living on campus - 1,599. Working with Holiday Inn and Canterbury Green.
 - iii. Staff will be helping with move in (Movers & Groovers)
 - iv. Participating in revitalizing in downtown Fort Wayne for people to enjoy the riverfronts. Providing kayaks to students/faculty/staff for tours.
- b. Purdue University Northwest Hill
 - i. Reinstated Holiday Party, November 30
 - ii. Fall fest coming up
 - iii. DISC assessment MaPSAC only, but now opened for other staff
 - iv. MaPSAC Website revamp to get more engagement
 - v. Collaborating with HR for more up to date onboarding. Welcome wagon for new employees
 - vi. Upcoming staff resource fair
 - vii. Approved budget for MaPSAC

10. University Committee Reports (See full reports in MS Teams)

- a. College of Engineering Dean's Staff Advisory Council Gray/Martin
 - i. Met July 20
 - ii. Prime grant awards for engineering staff PD – resurrecting
 - iii. Changed criteria for staff excellence awards
 - iv. Foster community within the college
 - 1. Staff art gallery/music show etc.
- b. Eudoxia Girard Martin Award Taylor/Turner
- c. Recreation and Wellness Advisory Board Gardner/Winder
 - i. First meeting scheduled for September 21 and then monthly through April
- d. Retirement Planning Committee Dykhuisen/Taylor
- e. Spring Fling Dold/Emmons
- f. Staff Memorial Sadler/Hein
- g. Survey Oversight Committee May/XXXX
 - i. Meeting Thursday this week
- h. University Policy Committee Turner/Dold
 - i. Met July 19 re: Getting in line with FLSA for docking pay for exempt employees
- i. University Senate Hein/Sadler
- j. University Senate: Staff Appeal Board Traffic Regulations Winder/May
- k. University Senate: Sustainability Committee McNalley/Gardner
- l. University Senate: Equity and Diversity Standing Committee Thomas-Miller/McNalley
- m. University Senate: Faculty Compensation & Benefits Committee Martin/XXXX
- n. University Senate: Parking & Traffic Finley/Adams
- o. University Senate: Visual Arts and Design Committee Deitrich/Gray

11. Unfinished Business

12. New Business

- a. Next month's speaker is Purdue Global. Any questions, thoughts, or comments to share with them as they plan for their presentation?
 - i. Dr. John Harbor, Provost for Purdue Global
 - 1. What certifications does Purdue Global offer other than 4 from Google?
 - a. Brock provided a link for 30 certificate programs listed.

13. Adjournment

With there being no further business, a motion to adjourn was made by Jackie Thomas-Miller and seconded by Brock Turner. Hearing no objections, the meeting adjourns at 3:13 p.m.

Next Full MaPSAC Meeting: September 13, 2023 | 1:30pm-3:30pm | MS Teams