

STAFF INVITED TO ATTEND APSAC BROWN BAG LUNCH

APSAC will hold a brown bag lunch and presentation for A/P staff members on June 20 (Thursday). The brown bag lunch will be from noon to 1 p.m. in Lawson, Room 3102A/B and is open to staff, faculty and students. Beau Moore, APSAC chair, will give a presentation about APSAC, its mission and duties during the lunch. Several APSAC members also will be in attendance to answer questions and to provide information. A/P staff members interested in finding out more about APSAC or joining the committee should attend. For more information, contact Carrie Hanson at 49-47397 or carrie@purdue.edu.

QUESTIONS? COMMENTS? CONCERNS? LET US KNOW!

APSAC would like to hear your feedback regarding matters related to the terms and conditions of A/P staff employment. Although our focus is on A/P staff, this actually applies to all staff on campus. If you have any ideas, suggestions or concerns APSAC might be able to help address, please contact your representative or [send us an email](#).

CHAIRMAN'S CORNER

LAST YEAR'S REFLECTIONS, 2013-14 PROJECTIONS



BEAU MOORE

In May, APSAC recognized outgoing representatives for their contributions over the last three years and welcomed the newest members to our guild as they begin their terms this month. As we turn the page on another year in APSAC, I would like to share some of our major accomplishments and present my goals for APSAC for the next 12 months as I conclude my term on the committee.

As a group, we wanted to focus the past 12 months on clarifying who we are, communicating our success and deepening our influences. One of the biggest changes that resulted from this goal was how we communicated with each of you each month, and that is the newsletter you see before you. The Sentinel was created to help promote awareness about upcoming events, communicate important University information, spotlight accomplishments of individuals and/or areas, introduce APSAC members, highlight APSAC initiatives, and feature other topics that affect the terms of employment for A/P staff.

APSAC has also been involved in the process to change Purdue's medical plan administrator from Cigna to Anthem. We have been active participants in the Healthcare Strategy Committee, and we were even able to participate in the conversation about administering an employee engagement survey, similar to the COACHE survey taken by Purdue faculty.

However, I think our biggest contribution to deepening our influence came in the form of our inclusion in the University Senate Advisory Committee. This is a group that meets with the President and Provost on a monthly basis to discuss issues on campus. Prior to this year, A/P and Clerical staff had no representation in this group, but now our voices are heard and this is a

good first step to be involved in the shared governance that President Mitch Daniels has mentioned as a University initiative.

I would be doing you a disservice if I didn't also mention the work that APSAC has done in alignment with the University's transition in leadership from President France Córdova to President Daniels. With the change in presidency, we felt a need to clarify our role to the new administration. The leaders of APSAC and CSSAC had an opportunity to meet with the incoming president in October to introduce ourselves and our committees. Although we had a chance to meet with the President early, it became evident after President Daniels took office in January 2013 that more work was needed to clarify our role. I had the opportunity to meet with new Chief of Staff Gina DelSanto and VPHR Luis Lewin to discuss the ways in which APSAC can assist with future issues that impact A/P staff. The full committee also had the privilege to host President Daniels at our April meeting, and excerpts from that meeting are included in this edition. During the meeting, the President noted that not soliciting input from APSAC regarding the initial salary freeze was an oversight, and he promised to keep our committee in mind in the future. This is a work in progress and much will be learned about our relationship with the new administration as we move forward.

Looking ahead to the next 12 months, I would like to see APSAC continue to extend its reach and presence on campus. I want us to develop new and innovative ways to impact matters related to the terms and conditions of A/P staff employment. Although our focus is on A/P staff, this actually applies to all staff on campus. If you have any ideas or suggestions that you think would help APSAC meet these goals, please forward them to my attention or your APSAC representative(s).

Boiler Up and Hail Purdue!!

DANIELS TALKS AFFORDABILITY, THOUGHTFUL DESIGN

President Mitch Daniels met with APSAC members during the committee's regular meeting in April. The following passages are excerpts from the discussion:

Because it is Purdue University's policy to solicit and carefully consider suggestions and advice from administrative and professional staff (A/P) when forming University policies and procedures and in other matters relating to the terms and conditions of A/P staff employment, why wasn't APSAC given the opportunity to serve in that capacity during the first months of your presidency?



DANIELS

I think it was an oversight, and I think it's a perfectly fair question. I have no particular defense except to say that I'm new, and I've been a little busy. I will say that I've tried to make as much time as I possibly could to see all kinds of people who have something they want to impart. Eventually I'll have to be a little more judicious about that, but I just thought for the first three months I'd want to learn as much as I could, and I guess what that means is that I didn't reach out in a couple of directions that I should have, and this is probably one. We'll be more mindful of it in the future.

Many of APSAC's constituents have voiced concern about pieces of the administration's communication indicating that AP staff members do not directly contribute to the University's core missions of education, research and outreach. How do you respond to those concerns?

I regret very much if I left any other impression other than this one: any great organization will never function without people doing the kinds of jobs that are represented in this room and by the people they represent. They're absolutely essential, and when they are thoughtfully designed then they are sometimes the most important jobs. But when I

say thoughtfully designed, I mean you have to be working on the right things. And I've said many times that there's nothing more unfortunate or tragic in life than a really good person working really hard at something that doesn't have to happen at all, something that does not really contribute to the end goal. And it's everywhere. The single greatest thing you can do is to help us make sure we are investing our people and dollars that support those people in things that are really essential to achieve the assignment we've been given at this great place. There never was an organization that had that just right, and you just have to work at it all the time.

If leadership, and that's what I think of you folks as, isn't always trying to watch for that and think of ways to take scarce people, talent and dollars and make sure they're working on the must-do, most important things, if we want to keep tuition down at this school, if we want students from any income level to be able to come here, if we want to have the money to invest in more faculty and engineering students who can go out there and create new jobs for everybody, then we're going to have to be smart about stuff like this.

What should be Purdue's University's ultimate goal?

I didn't arrive thinking I had some pre-packaged vision. I wanted to meet people, look around and learn a lot, but this summer we'll be really specific. Some of our goals are very obvious; we want maximum student success, and that means students moving through here as fast as they're able; we want to

know and prove to ourselves and to the world that students grew a lot when they were with us; we want to know that they succeeded when they left and that they were really successful years later.

The universities in this state and other places until recently weren't really incentivized to do this. We got paid here based on how many students came in and sat down, and nobody really was saying, 'Hey, wait a minute, why did only 60 percent of them graduate, and in six years?' The world is asking that question a lot these days. They don't care how many we brought in the door, they want to know what happened to them, and how well did they do?

I don't want to beat affordability to death, but every significant source of money that's come in here to operate this place is under pressure now. This state is the eighth best in the country at supporting higher education, but nobody is funding higher ed at higher and higher levels the way we used to be, and I don't think that's going to change in any big kind of way.

"I've said many times that there's nothing more unfortunate or tragic in life than a really good person working really hard at something that doesn't have to happen at all, something that does not really contribute to the end goal."

Then, of course, there's tuition. I'm not saying it was a bad idea to raise tuition, at least to some point. I still believe that a Purdue education is a great bargain compared to most places, but we have to find ways to flatten that out, so that's another big basket.

We've made a lot of changes already and I hope we'll find some more, and I hope they'll bear fruit.

We're also trying to see Purdue innovation and invention products get out into society. Many faculty members have said they sometimes feel like they're fighting their own University, so we're trying to change all that. Over time if, we're good at that, it could lead to some new revenue.

APSAC QUESTION OF THE MONTH

IF YOU COULD GIVE A COLLEGE STUDENT ONE PIECE OF ADVICE, WHAT WOULD IT BE? Email your response to your APSAC representative, and your answer may be featured in July's issue of The Sentinel. Please include your name and job title.

LAST MONTH'S QUESTION: WHAT KINDS OF ISSUES SHOULD APSAC ADDRESS IN ITS MONTHLY NEWSLETTER?

"Tips on reducing stress and maintaining a good work/life balance." — **Lissa Ellison**, *office manager in the Center for Medication Safety Advancement*

STRIKE A BETTER WORK-LIFE BALANCE

As long as you're working, juggling the demands of career and personal life will probably be an ongoing challenge. Consider these ideas to find the work-life balance that's best for you:

TRACK YOUR TIME. Pay attention to your daily tasks, including work-related and personal activities. Decide what's necessary and what satisfies you the most. Cut or delegate activities you don't enjoy or can't handle — or share your concerns and possible solutions with your supervisor or others.

TAKE ADVANTAGE OF YOUR OPTIONS. Ask your supervisor about flex hours, a compressed workweek, job sharing, telecommuting or other scheduling flexibility. The more control you have over your hours, the less stressed you're likely to be.

LEARN TO SAY NO. Whether it's a co-worker asking you to spearhead an extra project or your child's teacher asking you to organize a class party, remember that it's OK to respectfully say no. When you quit accepting tasks out of guilt or a false sense of obligation, you'll have more time for the activities that are meaningful to you.

LEAVE WORK AT WORK. With the technology to connect to anyone at any time from virtually anywhere, there might be no boundary between work and home — unless you create it. Make a conscious decision to separate work time from personal time. When you're with your family, for instance, keep your laptop in your briefcase.

MANAGE YOUR TIME. Organize household tasks efficiently, such as running errands in batches or doing a load of laundry every day, rather than saving it all for your day off. Put family events on a weekly family calendar and keep a daily to-do list. Do what needs to be done and let the rest go.

BOLSTER YOUR SUPPORT SYSTEM. At work, join forces with co-workers who can cover for you — and vice versa — when family conflicts arise. At home, enlist trusted friends and loved ones to pitch in with child care or household responsibilities when you need to work overtime or travel.

NURTURE YOURSELF. Eat a healthy diet, include physical activity in your daily routine and get enough sleep. Set aside time each day for an activity that you enjoy, such as practicing yoga or reading. Better yet, discover activities you can do with your partner, family or friends — such as hiking, dancing or taking cooking classes.

KNOW WHEN TO SEEK PROFESSIONAL HELP

Everyone needs help from time to time. If your life feels too chaotic to manage and you're spinning your wheels worrying about it, talk with a professional — such as a counselor or other mental health provider. WorkLife's Employee Assistance provides confidential and personalized services to Purdue benefit-eligible faculty, staff, retirees, spouses, family members and same-sex domestic partners. Located at the Center for Healthy Living, 1400 W. State St., Building B, Suite C, Employee Assistance can help you work through many issues including:

- **Marriage or adult relationship problems**
- **Difficulty in parent-child relationships**
- **Self-doubt**
- **Difficulty relating to others**
- **Alcohol or drug abuse**
- **Single parenting concerns**
- **Concern for aging relatives**
- **Child behavior problems**
- **Adjustment following divorce or separation**
- **Emergency situations with employees**
- **Supervisor consultation for workplace concerns**

Employee Assistance services are offered free of charge, and the first appointment is in paid status during work hours. Referrals are made to your Purdue health and insurance provider. For information on what your benefit plan covers, visit www.purdue.edu/benefits. Referrals outside of your network may involve some additional costs — these will be discussed on an individual basis. No one will know that you have decided to use Employee Assistance services unless you want them to know. Names of individuals who have used the service are not released. Please visit <http://www.purdue.edu/hr/CHL/index.html> or call 765-494-0111 for the West Lafayette campus. For information about EAP services for regional campuses, contact your human resources department.

Remember, striking a healthy work-life balance isn't a one-shot deal. Creating work-life balance is a continuous process as your family, interests and work life change. Periodically examine your priorities — and make changes, if necessary — to make sure you're keeping on track. **Source: Mayo Clinic**

APSAC PRESENTS EXCELLENCE AWARD TO MITCH NETTESHEIM



Mitch Nettesheim, senior associate director for facilities and operations in the Division of Recreational Sports, received the annual APSAC Excellence Award on May 8. Shown from left are Luis Lewin, vice president for human resources; Beau Moore, APSAC chair; Nettesheim; and Howard Taylor, director of recreational sports. (Purdue University photo/Mark Simons)

On May 8, the APSAC Excellence Award was presented to Mitch Nettesheim, senior associate director for facilities and operations in the Division of Recreational Sports. The annual award recognizes a full-time administrative or professional staff member from the West Lafayette campus who demonstrates excellence by showing initiative, leading by example, showing exemplary customer service, acting as a University ambassador and being a high performer.

Nominators wrote that, on top of his normal job duties, Nettesheim served as the project manager for the expansion and renovation of the France A. Córdoba Recreational Sports Center. He took the lead in coordinating Recreational Sports' efforts with contractors, construction management, Physical Facilities and recreational center staff. Nettesheim also strives to provide great customer service to the center's users, often addressing their concerns personally, nominators wrote.

Nettesheim will receive a plaque and \$1,500. The award is sponsored by the Office of the Executive Vice President for Business and Finance, Treasurer.



MEET APSAC REPRESENTATIVE TYSON MCFALL

Area of APSAC representation: College of Agriculture and Cooperative Extension Service, School of Veterinary Medicine

Job Title: Academic Advisor

Number of years worked at Purdue: 8

Primary job responsibilities: My job responsibilities are advising and counseling undergraduate and graduate students on classes to take. I also handle career placement, scholarships, and admissions for our department.

What's the best piece of profes-

sional advice you've received, and who gave it to you? The best piece of professional advice I ever got was from my 4th grade teacher. He taught me to always go above and beyond the requirements; never produce average work, always push for perfection.

What's your favorite thing about working at Purdue? My favorite thing about working at Purdue is the people. I love meeting new people across campus and getting to hear all the different jobs that AP staff handle. It's great to walk across campus and see people I know. It makes campus feel a lot smaller and like a family. I also

love working at graduation. It's great to watch students cross the stage and get their diploma. It's even better to watch their parents' faces and see how proud they are of their kids!

What would people be surprised to learn about you? People might be surprised to know that I have my MS degree in Management and Human Resources.

Name one goal you would like to accomplish in the next year: The goal I have for the next school year is to increase the Botany undergraduate applicants by 50 percent.

APSAC WELCOMES NEW MEMBERS

The Administrative and Professional Staff Advisory Committee recognized outgoing members and new members at its luncheon and meeting on May 8. Below are the new members and their areas of representation.



KRISTAL CLARK

Representing: Vice President for Physical Facilities
kmuse@purdue.edu
Communications Subcommittee



KELLY DELP

Representing: College of Agriculture
kdelp@purdue.edu
Membership & Staff Relations Subcommittee



JOHN FASSNACHT

Representing: College of Education, College of Liberal Arts, School of Management
johnf@purdue.edu
Compensation & Benefits Subcommittee



MICK HABERZETLE

Representing: Vice President for Information Technology
mick@purdue.edu
Communications Subcommittee



BROOKE KOOMLER

Vice President for Housing and Food Services
dull@purdue.edu
Membership & Staff Relations Subcommittee



MIKE LOIZZO

Representing: Office of the President and Areas Reporting Directly to the Provost, Board of Trustees, Vice President of Media and Marketing, WBAA
mloizzo@purdue.edu
Communications Subcommittee



CHRISTOPHER MUNT

Member At-Large
cdmunt@purdue.edu
Membership & Staff Relations Subcommittee



SAMANTHA REECE

Representing: Sr. Vice President for Business Services, Internal Audit, Executive Vice President and Treasurer, Vice President for Human Resources
sreece@purdue.edu
Membership & Staff Relations Subcommittee



SALVADOR VALLEJO

Representing: Vice President for Development, Sr. Vice President for External Relations, Intercollegiate Athletics
svallejo@purdue.edu
Professional Development Subcommittee

WEBSITE SHINES SPOTLIGHT ON UNIVERSITY'S MOMENTUM MAKERS



TEASA THOMPSON

Program Manager for Affecting Cancer Together (ACT)

Meet May's Momentum Makers

NOMINATE A MOMENTUM MAKER TODAY!

www.purdue.edu/momentummakers

You may also contact Amanda Hamon at ahamon@purdue.edu or 765-496-1325 to nominate an individual for recognition.

APSAC HIGHLIGHTS FROM MAY EVENTS



Dale Whittaker, vice provost for undergraduate academic affairs, leads a discussion about student success during the 2013 Richard A. Hadley AP-SAC Professional Development Series presentation on May 22. Whittaker is a sponsor and an executive team member for the campus-wide Foundations of Excellence initiative, which seeks to enhance first-year students' learning, competence, confidence and overall success. "Everyone who starts at Purdue has the foundation to succeed and graduate on time," Whittaker said before asking the audience, "What can we do to help students be successful and grow?" Learn more:

www.purdue.edu/foundationsofexcellence/



APSAC representative Jon Laswell hands out cups during Spring Fling, the annual employee appreciation event held this year on May 23.

STAFF MEMBERS' QUESTIONS REGARDING NEW RETIREMENT AND SAVINGS PLAN ANSWERED

Purdue's Board of Trustees on May 10 approved a plan to place newly hired, non-exempt employees in a defined contribution retirement and savings plan in place of the current Public Employee's Retirement Plan (PERF). The new plan will continue to provide competitive retirement benefits while reducing costs for the University.

New non-exempt employees hired on or after Sept. 9, 2013, will be enrolled in the new Retirement and Savings Plan. The following FAQs provide more detail.

What employee groups are considered non-exempt and therefore covered by the PERF plan today? Clerical, Service, and Operations/Technical Staff are currently enrolled in PERF. Basically, PERF participants are those staff paid on a biweekly basis, also considered non-exempt staff.

What is the plan design of the PERF plan that applies to the non-exempt staff today? The PERF plan is a state pension program consisting of two parts. Part I is the Defined Benefit pension portion: the University makes contributions to ensure that employees who are vested (10 years under a PERF plan) will receive a monthly pension benefit for life upon reaching retirement age/years of service. Part II is the Annuity Savings Account (ASA): the University makes contributions equal to 3 percent of pay into the ASA each pay period. The ASA operates as a Defined Contribution plan: each employee determines their own investment elections, and the funds are immediately vested and available to the employee upon retirement or separation.

For current non-exempt staff, will Purdue continue to pay both the PERF pension and the 3 percent ASA contribution each pay period? Yes. There is no change to the arrangements for current PERF participants.

Along with a base contribution of 4 percent, the University plans to match voluntary contributions up to 4 percent in the new plan. If I am currently on PERF and making volun-

tary contributions, will my voluntary contribution be matched by Purdue? No. Matching contributions will only be made by the University for the participants of the new Retirement and Savings plan, and then only if they make their own voluntary contributions.

Can a non-exempt employee hired before Sept. 9, 2013, make a choice to participate in the new Retirement and Savings plan? No. Non-exempt staff hired before Sept. 9, 2013, will participate in PERF, while non-exempt staff hired on or after Sept. 9, 2013, will participate in the new Retirement and Savings Plan.

What is vesting? Does PERF have vesting? Vesting is the period of participation in the plan that is required for the retirement participant to become eligible to claim a benefit.

- PERF's pension portion requires 10 years of participation in PERF before an individual is vested and therefore eligible for a monthly pension benefit upon meeting retirement criteria. The PERF annuity savings account is immediately vested, therefore this portion is available to the participant upon retirement or separation.

- The Retirement and Savings Plan will require three years of participation in the plan before the participant's contributions from the University will be vested and therefore available upon retirement or separation from the University.

What if a participant in the new plan chooses not to contribute the full 5 percent contribution into the voluntary plan? Can they change it?

Yes. New employees will have a 30-day period to make changes before they will be automatically enrolled. However, it is important to remember that if an employee chooses to make less than 4 percent contribution into the plan, Purdue's contribution will be reduced to match the employee's voluntary contribution. For example, if the employee chooses to contribute 2 percent, then Purdue will match at the 2 percent level. In addition, employees may change the amount of their contribution at any time.