

**CLERICAL AND SERVICE STAFF ADVISORY COMMITTEE
FORT WAYNE CAMPUS**

**Monthly Meeting Minutes
November 15, 2005**

MEMBERS PRESENT: Bob Brooks, Joleen Downs, Cornelius Grant, Susan Humphrey, Robert Krach, Shay McAllister, Janine Moore, Dennis Shadle, and Joyce Stopa

MEMBERS ABSENT: Barbara Biedermann, Deb Hoile, and Susan Lehman

GUESTS PRESENT: Tina Chin and Teresa Goodwin

CALL TO ORDER The meeting was called to order by Vice Chair Susan Humphrey at 1:33 p.m.

GUEST SPEAKER

Tina Chin. As the Benefits Administrator for Human Resources, Tina updated the group on the benefits plan for the upcoming year and answered questions about voluntary benefits and the pharmacy drug plan. She also discussed the new Health Improvement Initiative. The initiative will launch in January and will offer a \$100 incentive to employees and their spouses to take part in a health risk appraisal (HRA) and a wellness screening. StayWell has been chosen as the outside vendor to collect, store, and analyze all of the HRA data. More information on the Purdue Health Improvement Initiative can be found at www.purdue.edu/worklife.

CHAIR REPORT

Susan Humphrey. On behalf of Barbara Biedermann, Susan gave the following report from the West Lafayette meeting:

Jim Almond brought to our attention some statistics and comments from President Jischke's report to the Board of Trustees. According to *The Times* of London, Purdue University has been ranked 59th in the world and 9th among U.S. public universities. This puts Purdue in a perfect position to take the next step toward achieving its goal of becoming a preeminent university.

He also talked about the new construction bids for the numerous new buildings that are going up. All of them, including IPFW's new Music Building are coming in about 20 percent above the anticipated amounts. Possible reasons could be the decrease in building materials available because of the need for them in hurricane damaged areas.

John Beelke reported that there are going to be some changes in medical coverage for retirees on Medicare. Costs will be going down approximately \$800 per person. They will be switching

medical and prescription companies from Anthem to Pacificare. There will be no deductible, a 50 percent co-pay, and a mail-in program.

On other topics, Purdue will begin doing background checks on new hires beginning in 2006.

COMMITTEE REPORTS

Campus Safety Committee. Bob Brooks has not yet received an invitation to their meetings. Susan Humphrey said she or Barbara Biedermann will check to make sure the proper person has been notified of his representation.

Campus Traffic Appeals. Two meetings have taken place since our last meeting. Shay McAllister reported that at the first one, 31 appeals were reviewed and none dismissed. Janine Moore reported that at the second meeting, 31 appeals were reviewed with one being postponed.

Diversity Council. Susan Humphrey reported on her attendance at the last meeting. Various speakers are coming on campus. Safe Zone training is continuing to be offered.

Calendar Committee. Joyce Stopa reported that at the last meeting, a chairman was chosen and a preliminary calendar was formed. A written report will be available in January.

Grant Fund. Shay McAllister and Janine Moore reported on the recent scholarships that have been awarded. The committee discussed several issues that were brought up during this semester's review of applications. It was agreed that the guidelines will be more strictly enforced in the future, and a reminder card will be sent.

BRIDGE QUESTIONS

Q: I would like to know why clerical staff employees working more than 20 hours per week are charged 40 hours per week parking fees. I work 25 hours per week and frankly cannot afford full time fees. Could these fees perhaps be pro-rated on an hourly basis?

A: I can appreciate your frustration with the fact that an "A" parking permit for employees who work less than full time but more than half time is the same cost as those employees who work full time.

Our permit fees are set in an attempt to strike a balance between fairness to employees and simplified administration. In order to do this we have elected to have only two different permit rates, although we have staff at many, many different levels of employment.

Please note that parking in any lots not requiring an "A" permit requires no permit nor fee.

I hope you understand our position on this matter.

-- *Walter J. Branson*
Vice Chancellor for Financial Affairs

Q: Is it true that, once again, a higher percentage of increment money was distributed to faculty (and most likely to administrative staff) than was distributed to clerical and service employees – the lowest paid ranks of university employees. If so, what is the basis for the discrepancy? I often hear it is because faculty are leaving IU and Purdue and that they need the added incentive to stay. But, according to an article in the newspaper, faculty are leaving at a rate of 2 percent – hardly a mass exodus. For most of the history of IPFW, staff was allocated the same percentage of increments as the other employees of this university – at least that is what we were told. If the above is, in fact, accurate, when will clerical and service staff employees be treated as equal and valuable employees?

A: At IPFW, faculty, administrative/professional, and clerical/service staff have historically received the same percentage increase per group. That practice has not changed.

*-- James R. Ferguson
Human Resources Director*

OLD BUSINESS

Gold Canyon Candles. The fundraiser is underway and going well. Shay McAllister reminded members that the money they have collected needs to be given to her by Monday, November 21.

Books R Fun Fundraiser. Janine Moore reported that November 28 and 29 are the next dates for the sale. Posters have not yet been received from the company, and Janine will distribute the material when it arrives. She is also working on a schedule of volunteers for the event.

NEW BUSINESS

Holiday Celebration. The customary holiday luncheon for members has been postponed until early Spring. There will be no meeting or luncheon in December.

MOTION TO ADJOURN

The meeting was adjourned at 2:28 p.m.

NEXT MEETING

The next meeting will be held on Tuesday, January 17, 2006 in KT 178 at 1:30 p.m.

Respectfully submitted,

Teresa Goodwin
Recording Secretary

CSSAC
“THE BRIDGE”

Question/Suggestion:

Name (Optional):

Campus Address (Optional):

Send BRIDGE questions to Susan Humphrey, Admissions; or
Barbara Biedermann, Physics.

Find us on the web at www.ipfw.edu/cssac
WL WEB CSSAC home page address: <http://www.adpc.purdue.edu/~bspers/cssac/Welcome.html>.