Meeting Minutes – March 21, 2007
The meeting took place at KT 147 at 9:30. In attendance were: Renee Eshcoff, Bobbi Shadle, Kim Wagner, Mike Kelly, and Sarah Merchant.

Reports
Renee updated the steering committee on our financial accounts and is still waiting for the official February statements. The only account that will have any major activity between now and the end of the fiscal year is the Recognition Luncheon account.

Renee also updated the board on the Traffic Appeals Committee. 26 appeals were submitted and reviewed at the last meeting, 23 of which were upheld.

Sarah provided an APSAC update. APSAC is reviewing impacts from the HR implementation of One Purdue and strongly suggest all staff to set up an electronic pay stub. This can be done through HR's payroll website. She also mentioned that Purdue West Lafayette is offering Financial Wellness programs for staff and our efforts to partner with our HR and Wellness departments on bringing similar programs to our campus. Finally, she sits on the APSAC Comp and Benefits committee and they are looking at the current tiered system for health benefits.

Elections Update
This item was tabled due to the absence of Jennifer Mayhall and Garrett Gilmer. Mike issued a reminder that nominations for three at-large positions and president elect are due this week. Elections will be held next week.

ASC Recognition Luncheon
Kim Wagner reported the following about the luncheon:
- Chancellor Wartell and Vice Chancellor Branson have a sudden scheduling conflict and will not be in attendance. Vice Chancellors Hannah and Neal are confirmed to attend.
- Lunch is set up with Goeglein's and reservations are currently being taken. Invitations were mailed last week.
- Kim has reviewed the room layout and that's all set.
- Kim De Leon is taking on the table signs for lunch reservations.
- Liz Merkler is not available to help with centerpieces this year. Sarah Merchant volunteered and will get the count from Kim.
- The certificates for service anniversaries are done. Kim will check with HR to find out who/how many of degree completers and order those certificates.
- Kim will need some help the morning of the event for set up.
- Kim is still working on the program and will submit to LRC soon.

Kim also reported on the Excellence Award. Nominations are still being submitted and are due by this Friday, 3/23. The plaque in the Kettler Staff Lounge needs to be updated and she's researching what else needs to be done for this.
Purdue's identity Theft Awareness and Prevention Presentation
Sarah presented the link to Purdue's Hadley Presentation. This is information provided by Purdue and made available to all administrative staff. She recommends the presentation to anyone at our campus to view the presentation by visiting http://www.purdue.edu/hr/apsac.

Other Business
Mike will not be in attendance for the meeting in April, so Kim will run the meeting. Mike will resend the Steering Committee Meeting appointment since there is likely some calendar problems related to Daylight Savings.

The meeting was adjourned at 10:15 am.