CALL TO ORDER: The meeting was called to order at 1:33 p.m. by Deborah Thorpe in LB 275.

APPROVAL OF MINUTES: The March 17, 2015 minutes were approved.

BRIDGE QUESTION

Q: Taking an internet course costs clerical/service employees $89.85 per credit hour in addition to regular tuition. A regular class costs roughly $290 and an internet course costs roughly $560. Is there a possibility of getting the technology fee waived or at least a discount?

A: (Kirk forwarded to Pam Michalec)

TREASURER'S REPORT

Patty Bodinka reported the balances of the CSSAC accounts effective March 31, 2015 as follows:

- Scholarship Account - $10,657.22
- General Fund - $1,081.98

COMMITTEE REPORTS

Fundraising. Jacqueline Warfield reported that she received the information for Flower Power from Denise Guingrich. Discussion was held on worth of this fundraiser. It was noted that it netted more than the book sale and it is easy and fast. Jacqueline said she would proceed with setting something up for spring.

Pride Plus. The committee voted and choose the winners of the Pride Plus Awards for Service and Clerical Support.
Winners will be announced at the Staff Recognition Luncheon on April 22, 2015.

**West Lafayette Report.** Bruce Burdick reported on his attendance at the CSSAC meeting at West Lafayette. Discussion centered around the Branson, Missouri trip and the process of reclassification of jobs.

**Grant Fund.** Christi Hall reported that four staff members and six dependents were awarded money from the Grant Fund for the 2015-2016 school term at a total cost of $4,200.

**Traffic Appeals.** Teri Luce forwarded her report on the recent Traffic Appeals Committee meeting. Eight appeals were reviewed and all were upheld.

**Diversity.** Brian Johnson has spoken with Ken Christmon. There are no new updates, but hopefully a meeting of this group will be conducted soon.

**University Council.** Teri Luce attended the recent meeting (no report).

**University Resource Policy Committee.** Sarah Didier reported that the URPC is currently discussing the following:

1. Summer construction major projects include:
   - Remodel food service and dining area in Walb Union; remodel of the old YoYo’s and Subway for new food vendor
   - Renovation of the Helmke Library (delayed until September); rewire ETCS; continue work on Kettler
   - Broyles underpass walkway (note Broyles will be closed at the construction area cutting off north campus from south campus)
   - Currently closed entrance off of Crescent will have roadway surface removed permanently

2. Weather closure and information policy
   - Closings are now announced for day classes by 6:30 a.m. Some faculty and students could use earlier announcement due to the time they have to leave home in order to arrive on campus in time (this topic tabled).

3. Year round course plan
   - Suggesting that university departments consider developing three-year bachelor degree plans that would include summer sessions. These plans may be attractive to students interested in completing a degree in a shorter period of time.

**Campus Food Contract.** No official announcement yet on details. Discussion was held.

**University Safety.** Marcus Tulley reported on the highlights of the recent meeting. Stephanie Steele will be checking copies of police reports for any problems that can be addressed by the Safety Committee. They plan to re-visit the sign issue for problems drivers are having in the roundabout.

**NEW BUSINESS**

**Policies and Procedures.** Christi Hall recommended to the committee that policies and procedures should be passed on from year to year. Follow-up procedures for the Pride Plus Awards were discussed.

**OLD BUSINESS**

**Bylaws.** Brian Johnson emailed the bylaws with suggestions to members. Deborah Thorpe suggested the committee postpone updating the bylaws until after Summerfest or until the next term with begins in September. A motion was made and seconded; all members were in favor.

**Staff Recognition Luncheon.** Christi Hall asked for some volunteer help at the luncheon. Liane Ambrose volunteered to be a greeter, and Sarah Didier volunteered to work at the sign-in tables.
**Summerfest.** Deborah Thorpe went over the committees for Summerfest. Several members have signed up to cover areas. It was suggested that grant recipients be asked to participate. A committee meeting will be scheduled soon. Other details regarding the event were discussed including a T-shirt fundraiser and donations for giveaways.

Bruce Burdick received a question about employees attendance at campus events like the Staff Recognition Luncheon and Summerfest. Deborah Thorpe stated that Rose Costello arranged a procedure about this before she left in the fall (listed in minutes). Kirk Tolliver said he would look it up and follow up as needed.

**ADJOURNMENT**

The meeting was adjourned at 2:30 p.m. by Deborah Thorpe.

**NEXT MEETING**

The next meeting of this committee will be held on Tuesday, May 19, 2015 at 1:30 p.m. in Helmke Library Room 275.

Respectfully submitted,

*Teresa Goodwin, Recording Secretary*

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**CSSAC “THE BRIDGE”**

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Send BRIDGE questions to Deborah Thorpe at KT 145 or Bruce Burdick at VA IU04. An electronic version of this form is available on the CSSAC website at:

http://www.ipfw.edu/committees/cssac/contact-us/bridge-questions.html

IPFW CSSAC home page address: http://www.ipfw.edu/committees/cssac/
West Lafayette CSSAC home page address: http://www.purdue.edu/hr/cssac/Welcome.html