CLERICAL AND SERVICE STAFF ADVISORY COMMITTEE
FORT WAYNE CAMPUS

Monthly Meeting Minutes
March 18, 2014

MEMBERS PRESENT: Patty Bodinka, Bob Brooks, Bruce Burdick, Sarah Didier, J. J. Garcia, Denise Guingrich, Christi Hall, Jim Hall, Justin Mills, and Deborah Thorpe

MEMBER ABSENT: Bobbi Barnes and Teri Luce

GUESTS: Teresa Goodwin and Clarence Tennis

CALL TO ORDER: The meeting was called to order at 1:35 p.m. by Justin Mills in ET 206.

APPROVAL OF MINUTES: The minutes from the February meeting were approved.

BRIDGE QUESTION

Q: There is an electric vehicle that parks in parking garage three on level one in the permit area. The driver plugs the charging cable into the 120 volt receptacle, using resources for which IPFW has paid, to fuel their personal vehicle. Again, this is not an IPFW vehicle, it is a personal vehicle. Why is this person allowed to fuel their personal vehicle for free? I can’t fuel my personal vehicle for free. This unacceptable activity should be halted immediately, particularly with IPFW in a serious budgetary crisis.

A: This same question was brought up back in the first part of December. I informed the head of Physical Plant and my response to the complaint is as follows:

Thank you for your concerns regarding electric cars being plugged into the university electrical outlets. The university is aware and is currently investigating solutions and working on a business plan associated with this issue. The sockets in the parking garages are not proper charging stations for these types of vehicles and will only trickle charge the vehicles. The amount of electricity used is approximately 50 cents a day.

--- Captain Anthony Colone
University Police

Have You Earned a Degree in 2013?
If so, IPFW would like to recognize your accomplishment at the Staff Recognition Luncheon on April 23. E-mail Teresa Goodwin at goodwint@ipfw.edu with your 2013 degree information before April 15, 2014.
OFFICIAL BUSINESS

Creation of New Officer Position. A proposal was brought forward from the February meeting for voting on an amendment adding the position of treasurer as an officer of the committee. A vote was taken and all members were in favor. Nominations were accepted for the new position; Patty Bodinka was nominated. Voting will take place at the April meeting.

COMMITTEE REPORTS

**Fundraising.** Denise Guingrich reported thus far, the Flower Power bulb sale has netted CSSAC a profit of $174.00. The sale will continue through April 4. Information on the sale can be found on the CSSAC web site under the Grant Fund. It was noted that Deborah Thorpe received a monetary donation from someone directly for the grant fund. Denise brought to the table another fundraising idea called Spirit Cups. They are plastic cups with different logos from the NFL, MLB, college, and the military. Deborah said she would investigate and bring some more information to the committee at the next meeting. Justin Mills mentioned that John Kaufeld was helpful to the committee in doing some advertising for the Flower Power sale.

**Welcome Wagon.** Christi Hall had nothing new to report; however, Denise Guingrich noted that she has observed that new employees really like to get the welcome note and tablet that Christi sends out. She thinks it is a very nice gesture.

**West Lafayette Report.** Clarence Tennis was unable to attend the March meeting due to weather concerns. Carrie Hanson, the CSSAC facilitator, asked if Fort Wayne could assign a backup representative.

**Red Cross Blood Drive.** Sarah Didier asked if anyone knew the date scheduled for Summerfest this year. Christi Hall said she would find out and e-mail it to Sarah.

**Communications.** Clarence Tennis reported he has recently updated the web site including the Flower Power Sale and other new information. He has agreed to assist the Staff Recognition Planning Committee working in Qualtrics setting up the registration information.

UNIVERSITY COMMITTEE REPORTS

**Traffic Appeals.** Justin Mills reported on his attendance at the last meeting. Eight appeals were heard and 3 were upheld (due to weather and snow removal).

**Diversity Council.** J. J. Garcia reported that she did not get the meeting notice until it was too late so she was unable to attend.

**Strategic Planning Committee.** Deborah Thorpe reported that the second draft of the new strategic plan went out and there will be different levels of review. She has not heard anything else on the subject.

**Advisory Committee on Equity.** Deborah Thorpe reported that this committee continues to meet on an “as needed” basis.

**Campus Food Contracts.** J. J. Garcia reported that food vendors will be coming on campus April 14 and 21 to view the campus and our facilities. Then they will prepare their bids.

**Safety Committee.** Bob Brooks reported on the February 19 meeting. The Walb Union freight elevator will be re-tiled. The door in the ET building needs shaved if the concrete won’t go down on its own when the weather gets warmer. No smoking on campus will begin March 21 and will include all IPFW property; fines will be given. Three heaters were installed in the entrances of Kettler Hall because people were slipping. Prevention methods in case of
flooding were discussed. Craig Campbell is making a campus map that will include all of the construction happening this summer. Some projects include ET roof replacement, LB foundation, WU sewer line, GC gym floor, LB sidewalk from WU to NF, and roadway repair all over campus. The next meeting will be March 19.

OLD BUSINESS

**Pride Plus Awards.** Nominations are due to Bobbi Barnes by April 1. The subcommittee meeting will be on April 2 to select the top 3 nominations for clerical and for service. Voting will be via email once the subcommittee has narrowed down the nominations. Members were asked to be prepared for voting between April 3 and 7. The names of the Pride Plus winners are to be given to Teresa Goodwin in Human Resources by April 9 for processing.

**Staff Recognition Luncheon Planning Meetings.** The remaining meeting dates for this committee are March 20, April 3, April 10, and April 17. The luncheon will be held on April 23. Registration will begin the beginning of April. It was asked how employees attending the luncheon should record their time in Kronos. Christi Hall said she would check with Kirk Tolliver and get back to the committee.

NEW BUSINESS

**CSSAC Accounting Meeting.** Justin Mills and Teri Luce will be meeting with Stan Davis next week to go over the CSSAC general operation fund and how much money the committee needs to function throughout the year. They will report back to the committee in April.

ADJOURNMENT

The meeting was adjourned at 2:10 p.m.

NEXT MEETING

The next general meeting of this committee will be held on Tuesday, April 15, 2014 at 1:30 p.m. in GB 102.

Respectfully submitted,

*Teresa Goodwin*

Recording Secretary
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Send BRIDGE questions to Teri Luce at LA145 or to Justin Mills at KTG57. An electronic version of this form is available on the CSSAC web site at: [http://www.ipfw.edu/committees/cssac/contact-us/bridge-questions.html](http://www.ipfw.edu/committees/cssac/contact-us/bridge-questions.html)

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