CALL TO ORDER: The meeting was called to order by Justin Mills at 1:40 p.m. in KT 147.

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

CORRESPONDENCE – Bridge Questions

Q: Has there been any talk about getting automated external defibrillators (AED’s) for every building on campus?

A: The committee discussed the need for having an AED in every building and the fact that it saves lives. It was decided that Bob Brooks would bring it up at the next Campus Safety Committee meeting to see if there is something they could do. The next step (if needed) will be to consult with APSAC about having a joint memo formulated to the administration from both groups.

Q: Why do employees who make $44,000 and more a year have to pay more for insurance premiums? If an employee would elect the Purdue Health Plan in 2014 for themselves and their family, the employee will pay $2,283.00 more than someone making under $44,000. How is this fair? This is great for the employees making $20,000 a year but not so much when you are just above the $44,000 mark. That is a huge jump in cost to an employee.

A: Each year leading up to Open Enrollment Purdue looks at the salary tiers. This year over 90% of the Clerical/Service employees are under the $44,000 salary tier. Since 2008, the tiers have been adjusted up twice in consideration of the employees above and below the tiers. In 2008, it was raised from $38,000 to
$40,000 and in 2011 it was raised from $40,000 to $44,000. Ongoing discussions have included options such as adding more tiers or continuing to increase the current tier.

-- Tina Grady, Employment Administrator
Human Resources

Q: Wondered if there is going to be a bus trip to Chicago as in the past.
A: CSSAC is aware of two separate trips to Chicago this fall. The West Lafayette CSSAC group is hosting (as part of P.E.A.P.) a bus trip for shopping in Chicago on December 7. The registration deadline has been extended to Friday, November 29. For details and to register, visit their web site at http://www.purdue.edu/cssac/Employee_Trips/

The Association of IPFW Women had their annual Chicago Bus Trip on Saturday, November 9, 2013.

Q: Is there a way or special protocol to follow to have news and information regarding the clerical/service staff included in announcements and bulletins such as From the Desk of the Chancellor or other media across campus?
A: The Chancellor’s office welcomes CSSAC and others to share their good news with them so they can notify the campus community. Nicole Wilkins, Chief Communication Officer, encourages you to contact her to receive information on how tips are received and the criteria that she uses to produce these messages.

COMMITTEE REPORTS

Book Fair. Patty Bodinka reported that CSSAC has netted $236.04 as our share of the sales from the October book sale. The book sale vendor discussed with Patty the possibility of having a summer book sale. Patty provided him with a list of our pay dates as possible times. Discussion was held on fundraising. It was noted that the committee does not want to have too many fundraisers and that the ones that are held should be spread out. Easter time was suggested as a good time for a sale. It was decided to table it for right now until the committee has input from Deborah Thorpe who is going to present information she received from another gift vendor.

Grants. Christi Hall reported that the application process for the CSSAC grant is now open and runs until February. Christi emailed current parents of dependents receiving the grant to remind them to fill out the application for another year.

Welcome Wagon. Christi Hall continues to send out greeting cards and note pads on behalf of CSSAC to new or transferring employees. New pads will be ordered soon.

Pride Plus Awards. Bobbi Barnes will be preparing the Pride Plus application for mailing out hard copies and sending out via the listservs. The awards will be given out at the Staff Recognition Luncheon scheduled in April.

Purdue West Lafayette Report. Clarence Tennis reported on his attendance at the meeting last Tuesday. Mitch Daniels is hosting an open house at the ballroom at West Lafayette on the budget. The committee discussed the designated bike paths on the West Lafayette campus. (Is there a need for that here? Bob Brooks will mention at the next Campus Safety Meeting.) The Healthy Living Center has received 5,000 visits since they opened. Employees who visit the center can use 90 minutes of paid time and mark as “other leave” on timecard. The P.E.A.P. program is going very well with $4,000 in the bank for trips. A new parking garage is going to be built on Harrison Street. The CSSAC website will begin featuring profiles of clerical/service staff in their newsletter and on their web site. A total of 127 university policies have recently been reviewed with minor revisions and elimination of some.
Fall Fest. The Fall Fest Planning Committee held a wrap-up meeting. It was estimated that 250 people attended the event. Unfortunately, there were no entries in the food competition. There was confusion over the time of the Costume Contest. It was suggested that the events be shortened and that the committee concentrate more on the party. The Chancellor was happy with the event.

Since CSSAC has been asked to participate more and more on various event planning committees, it was decided to ask Rose Costello to come to the January meeting to discuss CSSAC’s expected role.

Calendar Committee. Patty Bodinka reported that she missed this committee’s recent meeting, but will be notified of future meetings. Suining Ding is the chair and another meeting will be scheduled soon.

Traffic Appeals. Justin Mills attended the meeting of this committee. Thirty-six appeals were submitted for consideration with 34 upheld and 2 dismissed. (Justin, please send me the exact numbers if you have them.)

University Council. Teri Luce attended this meeting and reported that Stan Davis spoke about the budget and the projected $4 million deficit. No additional jobs are expected to be cut. The new budget process will be based on the bottom up approach. There is a strategic enrollment goal to work on diversity and making students feel more comfortable. The Dean of Students and the Crisis Planning Committee has implemented an initiative to get the word out about campus safety measures and emergency plans. Various communication pieces have been designed and printed for distribution. Student Government is selling t-shirts and jackets for Homecoming at a reasonable price. Some high profile searches are being held right now such as for the Vice Chancellor for Advancement, Vice Chancellor for Financial and Administrative Affairs, and the Director of Athletics.

University Resource Policy Committee. Sarah Didier reported on her attendance at the recent meeting. Topics discussed included the formulation of a Division I task force, the cost and benefits of the dual credit program, their report due on the budget process (due February 15), and the new lab fee and its distribution.

OLD BUSINESS

Membership Guidelines. The committee is investigating to see if CSSAC is represented proportionally by the clerical and service staff and to see if the membership guidelines should be changed in the bylaws. Currently, there are 174 clerical, 145 service, and 17 police. Teri Luce formed a committee to address the issues which will include Justin Mills, Christi Hall, Bruce Burdick, and Sarah Didier.

NEW BUSINESS

Discussion/Nominating CSSAC Treasurer. Justin Mills brought the idea to the table of adding a new officer position. Discussion was held on the various reasons why someone is needed to handle the deposits, pay bills, and handle reimbursements, etc. Patty Bodinka volunteered to be nominated for this position. The committee will further discuss this issue and officially bring it to the committee in January with possible voting in February.

Food Survey. Clarence Tennis sent everyone a link to the recent IPFW Food Survey. Teri Luce encouraged members to click the link and complete the survey.

Budget Committee. Chancellor Carwein and Stan Davis have formed a Budget Committee and have asked that a CSSAC member be assigned to it. Bobbi Barnes volunteered; Teri Luce will be backup.

New Rep List. Bobbi Barnes passed out a revised CSSAC Representative Area List for 2013-2014. The list can be found on the CSSAC website.

ADJOURNMENT

The meeting was adjourned at 3:02 p.m.
The next meeting will be the annual Holiday Luncheon and will be on Tuesday, December 17, around the noon hour. Various restaurants were suggested, and Teri Luce will look into availability. Chancellor Carwein, Stan Davis, and Rose Costello will also be invited. The members agreed to have a white elephant gift exchange. Teri will email the details to all concerned.

Respectfully submitted,

Teresa Goodwin
Recording Secretary

CSSAC
“THE BRIDGE”

Question/Suggestion:

Name (Optional):

Campus Address (Optional):

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

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