MEMBERS PRESENT:  Bobbi Barnes, Bob Brooks, Sarah Didier, Denise Guingrich, Christi Hall, Teri Luce, Justin Mills, Kendra Morris, Clarence Tennis, and Deborah Thorpe

MEMBERS ABSENT:  J. J. Garcia and Sarah Manley

GUESTS:  Teresa Goodwin

CALL TO ORDER:  The meeting was called to order by Deborah Thorpe at 1:32 p.m.

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

COMMITTEE REPORTS

Fundraising.  Denise Guingrich passed around photos of different bulb plants offered by Flower Power. This is the committee’s new fundraising project. The sale will be conducted online and will start in July to early August. Fifty percent of sales will come back to CSSAC for the employee/dependent grant fund. Denise will send the sales information to Bobbi Barnes for distribution on the CSSAC listserv.

Purdue West Lafayette Report.  Deborah Thorpe reported on her attendance at the May meeting at West Lafayette. The group is excited about attending IPFW on June 11 for the annual regional CSSAC meeting. Gary Carter reported on the changes in the retirement and savings plan for non-exempt new hires beginning September 9. New hires after that time will be enrolled in a new plan. (The committee asked Human Resources to provide information on this at their next meeting.) Current non-exempt employees will remain in the state’s defined benefit plan through PERF.

Staff Recognition Luncheon.  Christi Hall stated that the feedback thus far from the luncheon held on May 1 is very positive. A wrap-up meeting is scheduled for Thursday, May 23. Teresa Goodwin recognized the CSSAC members for their involvement in the planning of this event (Christi Hall, Teri Luce, Bobbi Barnes, Clarence Tennis, and Deborah Thorpe). They did an excellent job representing the clerical/service employees.

Blood Drive.  Sarah Didier reported on the blood drive scheduled during Summerfest on July 17. CSSAC is on the Red Cross schedule, and the bloodmobile will be parked on Mastodon Way.

Summerfest.  Teri Luce reported the next meeting of this committee will be May 17 at 1:00 in LA 160.
OLD BUSINESS

Equity Panel. Deborah Thorpe asked for volunteers to sit on the Equity Panel. This panel is put together by the Office of Institutional Equity and its purpose is to give input on matters of harassment and discrimination. A training session will be held and then the panel will meet only when there is a complaint. Deborah is on the panel and asked for one more volunteer. Bobbi Barnes will ask her dean and let Deborah know if she is able to take part.

Handicap Parking Spaces. As a follow-up to a recent Bridge question, the Physical Plant reported that more handicapped spots are planned for Parking Lot 11. The committee held discussion on this matter and it was mentioned that individuals can call in for assistance if needed.

NEW BUSINESS

Chancellor’s E-mails. The committee would like to see more clerical/service related items in the Chancellor’s e-mails that regularly go out recognizing achievements. Clarence Tennis will submit some notable items to the Chancellor’s office for possible mention in their e-mails.

Call to Membership. Justin Mills reported the annual Call to Membership campaign just wrapped up. CSSAC is in need of five possibly six new members for the 2013-2014 term which begins September 1. Deborah Thorpe will check in with Sarah Manley to see if she is planning on staying on the committee for the rest of her term. Those responding to the Call to Membership are Bob Brooks, Bruce Burdick, Patty Bodinka, J. J. Garcia, Christi Hall, Jim Hall, and Teri Luce. Justin will create a ballot in Qualtrics for distribution to the CSSAC list serv. It was determined that Clarence Tennis whose membership is ending August 31, 2013 will remain on the committee in an emeritus role.

New Officers. At this month’s meeting, nominations for chair and vice chair are to be made. Deborah Thorpe stated that due to her work load, she prefers not to be an officer next term. She believes the position is a two-person job. Discussion was held and the committee voted to have two co-chairs next term along with one vice chair. Those nominated for co-chair are Teri Luce (if re-elected), Justin Mills, and Denise Guingrich. Christi Hall (if re-elected) was nominated for vice chair. The committee will vote at next month’s meeting.

June Regional Meeting. Deborah Thorpe thanked everyone for their help in organizing this event. Kendra Morris will be sending out the invitations soon. It was noted that directions/map including parking lot info should be included in the invitations to those attending from other campuses. Many are expected to attend. Goeglein’s will be doing the catering and lunch will be in Walb 114. Clarence Tennis and Teri Luce will put together the agenda. Denise Guingrich will check to see if a wheelchair will be available. Bobbi Barnes who has been working with the caterer will scan the menu and send to members ASAP so they can vote on the menu options. Bob Brooks will ask Elmer Denman about taking group photos. Walter Branson will give a general campus update and Rose Costello will speak on the clerical/service role in times of new leadership and change. Giveaways will be given out to the visitors.

ADJOURNMENT

The meeting was adjourned at 2:38 p.m.
NEXT MEETING

The next meeting of this committee is scheduled for Tuesday, June 18, 2013 at 1:30 p.m. The location is not yet determined.

Respectfully submitted,

Teresa Goodwin
Recording Secretary

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CSSAC
“THE BRIDGE”

Question/Suggestion:

Name (Optional):

Campus Address (Optional):

Send BRIDGE questions to Deborah Thorpe at KT 145 or to Justin Mills at KTG57. An electronic version of this form is available on the CSSAC web site at: http://new.ipfw.edu/committees/cssac/
West Lafayette WEB CSSAC home page address: http://www.purdue.edu/hr/cssac/Welcome.html