



Campus Support Staff Advisory Committee

Minutes

Date: December 14, 2022

Place: Microsoft Teams

1:30 p.m. to 3:30 p.m.

Present: Pam Bender, Carla Briggs, Stephanie Butram, Jacquie Carroll, Anna Chang, Mark Fields, Terri Griffin, Carrie Hanson, Melissa Hay, Laurie Hitze, Bethany Hohman, Melissa Jasek, Jennifer Kawlewski, Jaylene Nichols, Abbey Nickel, Kathy Obrien, Tracy Reifel, Melissa Ridgley, Michelle Roskuski, Kay Shepherd, Melissa Taylor, Rendi Tharp

Absent: Bill Bell, Beth Moore, Khalia Phillips,

1:30 pm

Item #1 – Meeting Call to Order

Chair Laurie Hitze

Carrie Hanson noted that the quorum was met; Chair Laurie Hitze called the meeting to order at 1:30 pm.

Item #2 – Adoption of Agenda

Laurie asked for additions to the agenda; She added – “Stress Management” to Item #9 Professional Development Minute and added MLK Food Drive to Item #15 New Business.

Jaylene motions to adopt the agenda with the noted changes, Pam seconds. Motion carries: the agenda is adopted.

Item #3 – Approval of Minutes

Laurie asked for corrections/changes to the minutes from November. Hearing none, the minutes are approved as written.

Item #4 – Presentation of Awards

Vice chair Rendi Tharp read nomination excerpts from the Excellence awards. The recipients for 2022 are Ruth Alford from Purdue Memorial Union Event Services and Ali Miloudi from Student Activities, Organizations and PMU. Both recipients and their nominators were able to attend and receive their awards.

Rendi also read nominator’s comments for Tammy Crider who is the 2022 recipient of the Eudoxia Girard Martin Staff Memorial Recognition Award. She and her nominator attended and were recognized.

All award recipients were presented their awards in person at an earlier date and will be announced in an issue of Purdue Today.

Item #5– University Officers’ Reports

Mr. Bill Bell, Vice President for Human Resources
Not able to attend.

Item #6 – Bridge Forms

- Hip Replacement Q&A:
- **Q:** With inflation rising and gas prices high, traveling to Mooresville is costly. While Purdue makes accommodations for travel and hotel for the day of surgery, they do not for additional trips. Some employees and/or employee family members who have been to Mooresville have not been satisfied with the care they received in Mooresville. Is Purdue willing to survey all employees that have had knee replacements at the Mooresville facility and publish those results? **A:** *We have a question in the annual survey that asks about whether employees are aware of this partnership or have used it. Then we have open question that I would hope they can add in information. Regarding surveying employees only on this, we can add in more questions next year if needed. Unfortunately we are limited to full surveys once a year. But as you know we have our HR service center that takes feedback year round from employees. I would encourage individuals who do not like the care there or the program to share their thoughts. We*

have not had negative feedback from individuals who have gone to Mooresville and utilized the program. We have received negative feedback on having the program and being made to use the center of excellence though.

- **Q:** Why does Purdue believe that they are better at determining who performs a medical procedure on an individual? **A:** *We utilized recognized quality measures to determine the best option for employees. These measures were not Purdue made measures.*
- **Q:** If an employee has any other orthopedic procedure, they are given the right to choose who and where they receive care. Purdue has taken that option away for individual's that need hip and knee replacements. The average knee or hip surgery is a procedure that is normally done on individuals after the age of 50. How is this policy not age discrimination? **A:** *The requirement to utilize the center of excellence for total hip or total knee replacement is for all members on a Purdue medical plan, regardless of age.*

More information about Purdue's hip replacement benefit can be found here:

https://www.purdue.edu/hr/Benefits/medical/joint_care.php

Item #7 – Guest

Dr. Melissa Newell, Clinical Assistant Professor – Speech, Language and Hearing Sciences

Dr. Newell talked in depth about the great staff who work in SLHS, the services they offer, and answered many questions from the membership.

Item #8 – Announcements

- Reminder for everyone to turn on cameras during the meeting
- Reminder that subcommittee chairs and university committee representative should be writing reports for all meetings and sending those to lod@purdue.edu by noon Thursday prior to the full meeting.
- Subcommittee chairs should send pertinent subcommittee items to be published in newsletter each month to Carla Briggs. This includes awards, trip information, professional development, grants, etc.
- Pam Bender will act as chair of the Professional Development (Dan Bollock moved to a professional position)
- Roll Call – Favorite Christmas tradition

Item #9 – Professional Development Minute

Mark Fields provided information regarding managing stress.

Stress is very real and comes in many different forms. Try this tip the next time you are feeling stress:

1. Pause. Count to 10 – Excuse yourself – this allows your emotions to get under control and choose how to react/respond to the stress.

Item #10 – Membership/Orientation/Subcommittee Assignments

- CSSAC's Member of the Quarter
 - Several nominations: Melissa Hay was chosen
- Purdue Day of Giving (4) – one from each committee
 - Laurie is creating a temporary ad hoc committee
 - Need to get the word out for people to donate
 - We could get extra money for our donations
 - All monies go to the grant program
- Member Roster – verification of information
 - Laurie will send the roster, please verify your information and note any changes.

Item #11 – Discussion/Questions of Subcommittee Written Reports

Executive

Hitze/Tharp

- Meeting with President Elect Mung Chiang
 - Met with him and MaPSAC leaders. Very attentive with many questions. Hope to meet on a regular basis.

- Committee timelines due to Carrie by Dec. 13th
 - These are important for all to know what items are due each month
- Barnes & Noble Recap
 - Book fair on Wednesday last week
 - Purdue today, Campus Connection x 2, sent direct email
 - Jaylene and Carla attended, but not much foot traffic
 - Waiting to find out what the sales were to donate to CASA
- Social Circles
 - Laurie created guidelines. Would like some volunteers to help

Communication

Briggs/Hay

- Deadline submission for newsletters
- Reaching our target audience – CSSAC Flyers
- Possibly spotlighting campus departments in the newsletter

Professional Development

Bender/Fields

- STAR Program Update
 -
- Excellence Awards presented on December 1
- Gearing up for spring grant program; updating brochure
- Rendi will reach out to LCC and/or College of Liberal Arts to see if they can offer translation services for our brochure

Purdue Employees Activity Program

Kawlewski/Carroll

- Chicago trip recap
 - 109 signed up. 112 seats. One late arrival. Event went well.
- Upcoming events
 - Brainstorming for spring events: Zumba, painting with a twist, fair oaks, wine tour
 - May need to raise price to \$35 or \$37 and make payment due at time of registration

Outreach & Education

Obrien/Jasek

- New Employee Luncheon – Dec 15th 12 – 1 pm – WALC 1121 – CSSAC/MaPSAC

Item #12 – Discussion/Questions of Regional and University Committees Submitted Reports

Purdue University Fort Wayne	Honkomp
Purdue University Northwest	Phillips
Big Ten Collaboration Staff Advocacy	Hitze/Shepherd
College of Engineering Staff Advisory Council	Tharp
Martin Award	Carroll/Jasek
Healthy Boiler	Kawlewski/Carroll
New Employee Experience	Tharp/Briggs/Bender
Recreational Wellness Advisory Board	Xxxxxx/Xxxxxxx
Retirement Investment Planning Meeting	Xxxxxxxx/O'Brien
Spring Fling	Kawlewski/Tharp/Jasek
Staff Memorial Committee	Hitze/Tharp
Survey Oversight Committee	Bender/Roskuski
University Policy Committee	Nichols
University Senate	Hitze
University Senate: Staff Appeals Board Traffic Regulations	Xxxxxxx/Xxxxxxx
University Senate: Committee for Sustainability	Nichols/Fields
University Senate: Faculty Compensation and Benefits	Hitze/Bollock
University Senate: Parking and Traffic	Xxxxx
University Senate: Visual Arts and Design Committee	Hohman

Item #13 – Unfinished business

- Operating Procedures
 - Adopt updated procedures

- Rendi motioned to table this item, Tracy Reifel seconded. The executive committee will review the OP one more time and bring back to full committee for adoption.
- Purdue Athletics – Discounted tickets for employees
 - Laurie wanted PEAP to take this on, however, PEAP is not a discount committee. Carrie suggested that Athletics send information to CSSAC communication for publish in newsletter and other social media.

Item #14 – Area updates, Items of interest, and Bridge Submissions

- Winter Recess – Time Keeping
 - Reminder that depending on how you are paid, you may need to submit your time differently. Be sure to find out how you need to do this.

Item #15 – New Business

- Martin Luther King JR Food Drive. December 18-19 from 3-5pm

Item #16 – Call for Adjournment

With there being no further business, Rendi Tharp made a motion to adjourn; seconded by Tracy Reifel. The meeting adjourned at 3:30pm.

The next full committee meeting scheduled for January 10, 2023 via Teams
