CLERICAL AND SERVICE STAFF ADVISORY COMMITTEE MINUTES			
Members Present	April 9, 2019 Allen Bol, Brenda Breece, Renè Celeste, Jessica Christian, Rebekah Clark, Cindy Cory, Marla Funk, Carrie Hanson, Patti Hauck, Laura Holladay Mykesha Kennedy, GuyAnne Lillpop, Wendy Medbourn, David Montgomery, Alfred Nesvold, Sara Ostheimer, Brandi Plantenga, Jennifer Scruggs, Mandy Smith, Andi Waibel, Jeremy Wampler		
Members Absent	Rose Haite, Julie Miller		
Item #1 Meeting Called to Order & Adoption of Agenda	Meeting called to order at 1:30 p.m. A motion to adopt agenda: Seconded	M Smith S Ostheimer R Celeste	
Item #2 Approval of Minutes	Mandy asked for any correction/additions to the minutes, hearing none, the minutes are approved.		
Item #3 Announcements	 Reminder that if you are a subcommittee chair, or if you serve on a University committee, you are responsible for submitting a written report to Carrie by noon Thursday prior to the full meeting so that they may be included with the agenda Reminder that April 15 is the cookout at Westwood; deadline to RSVP is April 10 Purdue Day of Giving Raised nearly \$900 last year for CSSAC grants Will promote through newsletter & social media 2019 goal is to raise \$1000 	M Smith	
Item #4 University Officer	VP Bell and Chief of Staff DelSanto had prior commitments and unable to attend.		
Item #5 Standing Committee Written Reports	Executive Michele Arthur attended for Interim CIO Asked for feedback regarding communication of services with ITaP Put her in touch with Rene for newsletter information Brainstorming ideas for a 4 th subcommittee Public Relations – responsible for Information sessions Recruiting Collaborate among committees for outreach	M Smith	

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	 Status of proposal to remove number of members and specific districts from governing policy VPBS 97: Proposal submitted to VP Bell Membership 	
	Currently updating interview questionsAn online application will be created this year; hard copy	
	will still be sent	
	Communication Newsletter	
	 Getting lots of feedback after sending out newsletter so people are reading it 	
	Social media presence has helped	
	Rene will provide statistics at an upcoming meeting	
	Professional Development	
	 Purdue Today on Monday, deadline is April 15 	
	 Purdue Day of Giving flyer is complete and will be shared with full committee 	
	PEAP • Another Pacers discount on playoff tickets	
	 4 new opportunities in the works; more to come 	
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Item #6	RecWell Advisory Board	S Ostheimer
Regional and	 Michael Warren who is the new Director 	
University Reports	Women's locker room improvement	
	 New software system for billing 	
	 No longer payroll deduct after April 2019 	
1	Spring Fling	
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	Everything is going well, May 13 at 4pm at the black cultural center	S Ostheimer
Item #7 Unfinished Business	Kimberly Neuendorf vacancy Patti Hauck is the new vice chair for Professional Development	M Smith
Item #8 New Business	 Nominations for CSSAC vice chair Eligible: Patti Wendy David Marie September 1 – through august 30 In your first year with CSSAC Should be in attendance or provide acceptance letter If nominated, let your supervisor know All nominations should go to Mandy Jennifer nominated David Montgomery Jeremy nominated Wendy Medbourn Emeritus Eligible Laura, Mykesha, Fred, Mandy, During Exec – brainstormed regarding launching an online application for CSSAC. Will still send paper copy this year as well. Will also send through social media. Member of the Quarter will be presented in May – go online and submit your nominations. 	
Item #9 District Updates and Bridge Submissions	Bridge Form: Rollover IRS maximum Forwarded to Candace Shaffer – response was: currently do not offer rollovers due to the IRS not allowing it. District I Asking about- can you donate sick leave? Why are merit raises based on percentages rather than dollar amount. On Facebook – family friendly Purdue may be a good connection. Rene will reach out to Candace District II No updates District III No updates District IV	W Medbourn R Clark

	Level 9 position open (supervisor)	M Kennedy
	District V Working on regional visit to Purdue Northwest on June 11.	M Funk
Item #9 Call for Adjournment	With there being no further business, the meeting adjourned at 2:37 p.m.	