CLERICAL AND SERVICE STAFF ADVISORY COMMITTEE MINUTES December 10, 2019				
Members Present/Absent	See attached attendance.			
Item #1 Meeting Called to Order & Adoption of Agenda	Meeting called to order at 1:30 p.m. A motion to adopt agenda: Seconded	J Wampler		
Item #2 Approval of Minutes	Jeremy asked for any correction/additions to the November minutes; Jennifer Scruggs asked to correct her subcommittee report to read "Communication Subcommittee Meeting". Hearing no further corrections, 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. Jeremy added that all members should be submitting a report in advance of the meeting. He added that if you are assigned to a committee and have not heard from anyone about meetings, please let him know right away. The Clerical and Service Staff Recognition Luncheon is scheduled for December 12. You have all received an invitation to attend with rsvp instructions 	J Wampler		
Item #4 University Officers' Reports	New data science building: made decision and board of approved to begin construction. In front armory. No donors or grants to build. • Approved Chris Ruhl as new CFO starting January 2. Encouraged CSSAC to bring him in to talk early in the year. • Mung Chiang has decided to do a one year stint as a special appointee to the state department. National security in technology. • Will come to Purdue every other week for duties • President called for a task force re: future of scooters and skate boards after near death accident involving a student riding a skateboard. • Carol Shelby and Noah Scott (student trustee) • Asked to involve APSAC/CSSAC • Pedestrianize Third Street between university and CoRec Current policy states that scooters and skateboards should ride in the street or bike lanes.	Gina DelSanto, Chief of Staff		

	Gina gave thanks to all the staff and her appreciation for all they do throughout the year.	
Item #5	Executive	
Standing Committee Written Reports	Met with Provost yesterday; engagement survey. Gave him ideas from committee.	
	Wendy Medbourn and Wendy Lafontant left Purdue. Alyssa is stepping up to the chair position; Abby will act as vice chair. Both will continue in those roles next year.	
	Communication No questions for written report.	
	Professional Development	
	PEAP Chicago trip this past weekend. Heard positive feedback!	
	University Relations Held presentation on 12/3. 3 rd shift of about 90 staff.	
Item #7 Regional and University Reports	CSSAC has collaborated with Human Resources for a STAR (Skills Training to Achieve Results) professional development program. The pilot group of about 30 employees will be recognized this Thursday at a Celebrating Success breakfast. Those employees had to complete 20 hours of professional development through LinkedIn Learning.	R Haite
	 CSSAC representatives have also been very busy with two university committees. The Strategic Planning Initiative Taskforce committee is busy preparing for the upcoming accreditation visit and the Incentive Based Budget Committee is meeting to determine how to allocate resources (tuition and state appropriations) as well as expenses to the colleges. 	
	University Committees Deans Staff Advisory - • Lisa (HR) came to hear about difficulties college is facing regarding training, flex time policy	M Geiger

	Will have someone from Compensation come to speak about promotion process and merit raises	
	RecWell	B Breece
	Numbers for the year	
	Where profits vs. losses come from	
	Being creative about offerings	
	Parking and Traffic	
	 Has anyone talked to anyone who has feedback regarding parking during sporting events? Please let Dave know. 	D Montgomery
	*Students and staff are having to walk longer distances late at night after games. Safety is a concern.	
Item #8	Employee Engagement Survey	
Unfinished Business	 Two CSSAC members will serve on this committee; Brenda Breece and Sara Mellady. Worried that many service staff will not have access to the survey; especially if it's only offered online. Some help with logging in and navigating would be helpful. Possibly offer a hard copy if needed. (open enrollment) 	
Item #9 New Business	None	
Item #10	Chair moved the District updates until after Bridge forms.	
District Updates and		
Bridge Submissions	Bridge Forms	J Wampler
	PerksConnect is the administrator for the Purdue discount	
	program. You can click on "Request a Merchant" located	
	at the bottom of the "Local Discounts" pageParking Issue: We are and have been having issues with	
	parking spots. Our shift starts @ 8am and we have to be	
	here no later than 7:30 or sooner to get a spot, if not we	
	are having to park in Purdue West parking garage, or down	
	by Fire Station. I pay \$250.00 for an A pass to get nothing. A few weeks ago i parked in a two hour and received a	
	\$40.00 ticket. This is getting out of hand. I understand	
	their is construction everywhere but also feel that Faculty	
	and Staff need spots. We should not have to come to work	
	early just to find parking when we have purchased a pass. Thanks for letting me vent and hopefully one day this may	

	get resolved.	
	District I Parking at Vet School is poor. There are no sidewalks and pedestrian traffic is increasing.	
	District II No updates	
	District III No updates	
	District IV No updates	
	District V No updates	
Item #11 Call for Adjournment	With there being no further business, the meeting adjourned at 2:35 p.m.	