

Monday, July 27, 2020 1:00-2:30PM – Virtual Meeting through Microsoft Teams

COUNCIL MEETING MINUTES

Members present: Doug Hess, Crystal Milton, Karla Yauchler, James Cashdollar, Larry Temenoff, Sharon Wight, Christina Egbert, Ranada Clark, LV McAllister, Kristine Frye

HR Representative: Melissa Helmsing

Call to order: 1:05

1. Approval of Previous Month's Minutes: Motion by Sharon, Karla Second.
2. APSAC Consultants Group: none in attendance
3. Treasurer's Report: Peg (absent)
 - 3.1. Total \$10,814.71 as of July 14; carryforwards in professional development and scholarship.
 - 3.2. Because we're through the foundation, we don't think we need to give money back as many of the academic departments have been asked to. We may have money taken/swept from the general operating money.
4. HR Updates: Melissa
 - 4.1. Mask-A-Don looking for 100 volunteers to hand out masks. CSSAC raised a concern about safety, and PPE and training will be given to those handing out the masks. If anyone has questions or concerns, they can check with Dimples Smith or Kirk Tolliver
 - 4.2. The Labor Day holiday doesn't show as a holiday in SF right now. It should be fixed by August 1. Because WL changed their calendar and removed that as a holiday, it affected us, too.
5. New Business:
 - 5.1. Anthem and Parkview are to come to an agreement or dissolve this week. As of 11:59 tonight (7/27), the contract is no longer valid if not extended. If you are in current treatment (pregnancy, cancer, etc.) you can fill out a form to request that care continue with current physicians. If Parkview and Anthem cannot come to an agreement, Purdue employees will need to switch providers to be considered in-network. Anthem sent out a letter to inform Parkview patients of "what's next" if they want to continue with an in-network physician.
6. Committee Reports
 - 6.1. West Lafayette Representative: Regina Gordon & Larry Temenoff
 - 6.1.1. WL has an equity task force with the goal of minority education and removing barriers to success. They are setting up questions for students now.
 - 6.1.2. Talked about People losing positions or being RIFed. Several departments were asked to trim 10% off their budgets, and that meant staff positions had to be eliminated because there was

no other way to reduce the budget. Some positions were transitioned over to WL, though they still work on our campus, and other positions were eliminated.

- 6.2. Faculty Senate: Doug Hess
 - 6.2.1. Faculty wanted to talk about going back to the classroom in the fall, and one meeting was focused on the budget.
 - 6.2.2. Question from Regina: some classes are moving to different (larger) locations. Are they not splitting classes up?

LV: The largest rooms on campus will be set up to accommodate classes that can't be hybrid or online. Smaller classes are being asked to be hybrid. Williams Theater is being turned into a classroom, as well. Everything is being considered right now, and is based upon the cap of the class as well as the actual enrollment.
 - 6.3. Food Service Committee: Regina Gordon
no meeting
 - 6.4. Chancellor's Diversity Council: Ranada Clark
 - 6.4.1. In process of voting on the top initiatives to present to the chancellor on things they can do immediately and aspirations. Looks like final list needs to be in by Wed, July 29 to present to chancellor
 - 6.5. University Council: LV McAllister
have not met since March
 - 6.6. Mastodon Athletic Subcommittee: LV McAllister
 - 6.6.1. Have not met, but as of July 14, the athletes have been returning to campus for volunteer practice sessions and conditioning. Horizon League has suspended public play until October, but the season will occur. These are NCAA conference guidelines that we MUST adhere to; they want to get back to normalcy, but safely. We may have matches, but televised with no spectators.
 - 6.7. University Resource Policy Committee: Sharon Wight
Suspended until classes begin
 - 6.8. Campus Traffic Appeals: Bobbi Shadle
absent; no report
 - 6.8.1. Asked if there is any type of reimbursement for a staff pass that hasn't been used since March. The question was brought to VC Wesse and Chief Potts—and the answer was no.
 - 6.8.2. For those not returning to campus yet, you should be able to purchase a staff pass at any time, but need to check to see if that cost is pro-rated or if you start from the day you want the access.
 - 6.9. University Budget: LV McAllister (Larry Temenoff back-up)
 - 6.9.1. Since COVID there has been some communication but no meetings
 - 6.10. Budgetary Affairs Subcommittee: Crystal Milton
 - 6.10.1. July 16 there was a meeting. Chancellor presented budget expectations for 2020-2021. For the money from the CARES act, 50% or more must go to students, so \$1.5 million was sent
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- directly to students in aid. \$1 million is also spent in support and \$1 million in supplies. The budget was created looking at worst case scenarios, and we will have a more accurate budget when it is presented in September. The projections were shared with WL in June.
- 6.10.2. CEO of diversity position is open and searching—any positions with direct impact from the strategic plan are allowed to be filled.
 - 6.10.3. There will be rate changes in housing to ensure they always have money for repairs.
 - 6.10.4. Summer enrollment was up. Merit increases aren't happening this calendar year, but might happen in January pending enrollment numbers for fall.
 - 6.10.5. Travel will be allowed on a case-by-case basis. \$1.5 million has been put back for travel, and there may be more available, if needed, for research-related travel.
- 6.11. Employee Recognition & Excellence Award: Maureen Linvill & James Cashdollar
nothing to report
 - 6.12. Summerfest: Crystal Milton
canceled—nothing to report
 - 6.13. Scholarship committee (APSAC): Maureen Linvill and Kris Frye
nothing new to report
 - 6.14. Fundraising committee (ASPAC): Karla Yauchler
 - 6.14.1. Question: how much of a priority is a fundraiser for fall? We are required to fundraise to get money from VC Wesse, but don't know about timing.
 - 6.14.2. Two types of fundraisers are most common: donate money to give to the cause, or buy an item and a portion goes to the cause. Karla is leaning towards a direct donation option. Many officers agreed, especially due to COVID. We might want to push for the automatic paycheck donation option as the fundraiser this year. The day of giving is Sept 9, so we need to keep that in mind. We might be able to be added to the list of options to receive funds for the Day of Giving. Maybe have a sticker that can be handed out—I gave to APSAC—kind of idea as marketing and proof of giving.
 - 6.14.3. After looking at the lunch fundraiser and the return on our investment, Karla is thinking of an envelope fundraiser instead. We would deliver envelopes with \$1 - \$10 on them, and people pick an envelope for the amount of money they want to donate. If we gave every department a \$1 - \$10 envelope, we could raise more money than the lunch fundraiser. There are online versions, but Karla would need to look in to how that happens.
 - 6.15. Professional Development committee (APSAC): Regina Gordon, Crystal Milton, & Kris Frye
nothing new to report
 - 6.16. Strategic Planning Committee: LV McAllister
Nothing new to report. Plan to be presented before August
 - 6.17. Master Plan (APSAC/CSSAC presidents): LV McAllister
Nothing new to report. Plan to be presented before August
 - 6.18. PFW Prepared: LV McAllister

- 6.18.1. Meeting weekly. Buildings have been marked with traffic flow to guide foot paths. Discussed that if most people will abide by them, it's a success. It depends on traffic and time of day, but if most follow, we're doing well.
- 6.18.2. Enforcement of safety protocols is not on the staff, faculty, or students. These are mandatory compliance issues, and you have every right to suggest they comply, and any resistance should be walked away from. Chronic issues or belligerent folks should be communicated to Campus Police.
- 6.18.3. If a student refuses to follow the expectations outlined in the Student PPE Policy and Mask Distribution after you educate and ask them, please submit the following form:
https://cm.maxient.com/reportingform.php?PurdueUnivFortWayne&layout_id=3&_ga=2.53865192.1566164291.1595880533-404061341.1585894055

7. Elections

- 7.1. Email went out last week for nominations of new members. We've received a good response, and enough nominations in the categories that we can send out the call for elections later today or early tomorrow morning.
- 7.2. Open house for encouraging membership: Should it be virtual? Or should we hold off and do face-to-face? Thoughts were virtual.
- 7.3. Last year's July meeting was the transition meeting and the August meeting was not held due to the timing with the start of classes. We may push the transition meeting to August 31, and not skip a meeting this year.

8. Old business:

none

9. Motion to Adjourn: Larry 1st. Second: LV

Meeting Adjourned: 2:13

Next meeting will be: Monday, August 31. Held virtually.

Committee Assignment Report Pages