



**CLERICAL AND SERVICE STAFF ADVISORY COMMITTEE  
FORT WAYNE CAMPUS**

**Monthly Meeting Minutes  
November 21, 2017  
Opened 1:31pm  
Closed 3:10 pm**

**MEMBERS PRESENT:** L. Ambrose, J. Bacon, T. Clarke, L. Dutrieux, S. King, J. Martinez, J. Miller, S. Osmanovic, F. Rosales, J. Warfield

**SPECIAL GUEST:** Cynthia Springer, Executive Director of Human Resources

**ABSENT:** R. Boyd, C. Hall

**CALL TO ORDER:** Josh Bacon called the meeting at 1:31pm.

**APPROVAL OF MINUTES:** Approval of October 17, 2017 minutes; all in favor.

**HUMAN CAPITAL MANAGEMENT:** Cynthia Springer gave an overview of the four projects within the Human Capital Management System. All processes will be automated, creating many positive aspects. Melissa Helmsing will be the CSSAC contact person.

**COMMITTEE REPORTS:**

**Fundraising:** The Book Fair generated \$301.81.

**Purdue WL:** J. Bacon gave an overview of the minutes of West Lafayette.

**UNIVERSITY COMMITTEE REPORTS:**

**Traffic Appeals** – 6 Appeals; 5 upheld, 1 waived

**University Council:** L. Dutrieux gave an overview and distributed handout.

**Faculty Senate:** S. King gave an overview. The Emergency Response Drill alerts went into spam or clutter email. By practicing, details can be fine-tuned.

**University Budget Committee:** J. Bacon gave an overview. The Vice Chancellors are budgeting for a decline in revenue.

**NEW BUSINESS:**

**Bridge Question:**

- 1) We aren't getting raises, this means people who get hired in at the same level as someone who has been here at least 1-2 years, will potentially make the same as the person who has been here 1-2 years. In an effort to show those employees more appreciation and compensate them

in some way (since they won't be getting a raise), could we implement an additional personal Holiday to those employees who don't get raises and have been employed for over a year.

- 2) Someone started a level 5 position 2 years ago, all over the course of when the raises stopped. Departments that are hiring new level 5 clerical employees will now be making the same as the person who started their level 5 position 2 years ago. How is it that someone that just started will be making the same as someone who has been here longer?

**Answer:** HR Director, Cynthia Springer states that she will bring forward the suggestion of an additional personal holiday in the next budget cycle. She says that wage compression is the symptom with current pay issues. Human Resources is aware of the issue and they are working on a study that she hopes will address the problems that have emerged over the years.

<b>CSSAC</b> <b>“THE BRIDGE”</b>
Question/Suggestion:
Name (Optional):
Campus Address (Optional):

Send BRIDGE questions to Tanner Clarke, KT 145 1-5706, Josh Bacon LA 153 1-6019. An electronic version of this form is available on the CSSAC web site at:

<http://www.ipfw.edu/committees/cssac/contact-us/bridge-questions.html>

IPFW CSSAC home page address:

<http://www.ipfw.edu/committees/cssac/>

West Lafayette CSSAC home page address: <http://www.purdue.edu/hr/cssac/Welcome.html>