



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

**Monthly Meeting Minutes
April 16, 2019
Opened 1:30 pm
Closed 2:38 pm**

MEMBERS PRESENT: J. Bacon, T. Clarke, B. Igusky, S. King, J. Miller, S. Osmanovic, J. Warfield

ABSENT: L. Dutrieux, C. Hall, M. Helmsing

CALL TO ORDER: T. Clarke called the meeting at 1:31 pm.

APPROVAL OF MINUTES: Approval March 19, 2019 minutes; Motion made by B. Igusky and second J. Bacon. All in favor.

SPECIAL GUEST - JEFF MALANSON: The draft of the Strategic Plan was presented by Jeff Malanson. Handout distributed. They are in the middle of feedback collection. The plan is 70% complete and planning to incorporate input from across the campus. Everyone is encouraged to read the draft and take survey. Building the implementation structure will begin after April 30.

NEW BUSINESS:

- A. Staff Recognition – The event will be held April 24, 2019
- B. Summerfest – Overview given.

TREASURE R'S REPORT: Scholarship balance is \$12,523.51 and General fund is \$1122.38.

COMMITTEE REPORTS:

Fundraising: We will run the Yankee Candles and The Lotion Company fundraising again next fall. Books R Fun is back on the schedule for early September 2019.

Pride Plus: Awards have been purchased.

Purdue WL: We did not visit WL this month.

UNIVERSITY COMMITTEE REPORTS

Faculty Senate – Senate Document SD 18-13 was passed, charging the Faculty Affairs Committee with creating a campus-wide policy overseeing the orderly and equitable transfer of teaching materials to Purdue Online. Senate Document SD 18-14 was passed, regarding Senate developing an orderly process for determining a reasonable timeline for class cancellations. Jeff Malanson presented on the Purdue University Fort Wayne Draft Strategic Plan. Please see the Strategic Plan webpage for more information <https://www.pfw.edu/strategic-plan/>

Adjournment - Meeting adjourned by motion T. Clarke and second by B. Igusky.

Respectfully Submitted,
Jacqueline Warfield

CSSAC
“THE BRIDGE”

Question/Suggestion:

Name (Optional):

Campus Address (Optional):

Send BRIDGE questions to Tanner Clarke, KT 145 1-5706, Jacqueline Warfield VA 117 1-6709. An electronic version of this form is available on the CSSAC web site at:

<https://www.pfw.edu/committees/cssac/contact-us/>

PFW CSSAC home page address:

<https://www.pfw.edu/committees/cssac/index.html>

West Lafayette CSSAC home page address: <https://www.purdue.edu/cssac/>