

**Monthly Meeting Minutes
May 21, 2019
Opened 1:33 pm
Closed 2:23 pm**

MEMBERS PRESENT: J. Bacon, T. Clarke, L. Dutrieux, C. Hall, M. Helmsing, S. King, J. Miller, S. Osmanovic

ABSENT: B. Igusky, J. Warfield

CALL TO ORDER: T. Clarke called the meeting at 1:33 pm.

APPROVAL OF MINUTES: Approval April 16, 2019 minutes; Motion made by T. Clarke and second L. Dutrieux. All in favor.

HR NOTES:

1. It is still not known when comp bands will be published. When people get their comp statements in July, they will be able to see the comp band for their own job. Kirk will try to get better information about when/how the entire list will be published.
2. There are green circle employees that have lower pay for their compensation band and there are red circle employees that have pay that is above the maximum for their compensation band.
 - a. For anyone who was "green-circled", the new minimum for their job classification will be what the merit increase is based upon. For example, if Mary was at \$34,000, and the minimum for her job is \$36,000, her July 1 salary will be \$36,000 plus whatever merit she receives.
3. The Chancellor (for the whole campus) and Vice Chancellors (for their areas) can choose to hold back a portion of their merit pool and spread that portions as they see fit. When this has been done, it is has usually been 0.25%. The Vice Chancellors should be the ones to answer questions about decisions made on merit distribution in their areas.
4. With SuccessFactors, there are no operations/technical positions, but there are 33 staff who are grandfathered with these benefits. Most of these are classified as S3, with a few at S4, but we also have many S3s/S4s who were never classified as operations/technical. My suggestion is that we ask those who are grandfathered as operations/technical who they wish to be represented by (I already had one ask if she could run for a CSSAC position). As they transfer in a way that they lose their operations/technical status -- i.e., voluntarily take a lower-level position -- or are reclassified to an exempt position, they would then be represented by whichever group represents their new status.
5. Dimples is offering training for supervisors to help them with the Compensation Conversations with their employees.

NEW BUSINESS:

- A. Two new members were voted in to join beginning in September.
- B. Senate Committees were recommitted for 2019-2020 year.
 - a. Faculty Senate – S. King
 - b. Budgetary Affairs – S. Osmanovic
 - c. Revenue Subcommittee – C. Hall

- d. University Resource Policy Committee – L. Dutrieux
- C. Importance of recruiting new members for CSSAC was discussed.
- D. J. Miller will represent CSSAC on one of the Campus Master Planning Advisory Committees.

TREASURE R’S REPORT: Scholarship balance is \$12,555.51 available

COMMITTEE REPORTS:

Fundraising: We will run the Yankee Candle and Lotion fundraiser one more time, if sales don’t improve we will discontinue it. Revisited discussion on Shigs & Pit fundraiser, we plan to get this moving along. We plan to do a special fundraiser in December, possibly a gift wrapping station.

Grant Fund: We had 8 recipients for the 2019-2020 school term. Three were dependents that were awarded \$800 each and five were staff members that were awarded \$500 each.

Purdue WL: Bill Bell of HR talked about the Compensation Statements and the HCM project that will be wrapping up in May of 2019. Bill also shared that all reviews must be completed in SuccessFactors and there will be no exceptions to that rule. He also mentioned that for the Healthy Boiler program an outside company compiles the anonymous data for all participating employees, then gives it to Purdue HR to review health trends and look for opportunities to offer targeted programs (i.e. Virta) to all benefitted employees.

Perks Connection: <https://purdue.perksconnection.com/home/saml>. This website has discounts available for all Purdue employees.

UNIVERSITY COMMITTEE REPORTS

Traffic Appeals: All 13 appeals were upheld. This committee will not meet over the summer.

Diversity Council: The Diversity Council is working on a two page summary on diversity to give to the chancellor. The Office of Diversity and Multicultural Affairs is planning on having presentations on immigration issues in the fall.

Adjournment - Meeting adjourned by motion T. Clarke and second by L. Dutrieux.

Respectfully Submitted,
Tanner Clarke

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/>