



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

**Monthly Meeting Minutes
October 15, 2019
Opened 1:30 pm
Closed 2:48 pm**

MEMBERS PRESENT: L. Dutrieux, S. King, C. Hall, L. Hanson, B. Hauser, E. Merritt, J. Miller, S. Osmanovic, C. Seymour, J. Warfield

ABSENT: M. Helmsing - CSSAC Advisor, B. Igusky

CALL TO ORDER: J. Miller called the meeting at 2:48 pm.

APPROVAL OF MINUTES: Approval of September 17, 2019 minutes approved.

UNFINISHED BUSINESS:

- A. Name change of CSSAC name; We voted to update name from CSSAC to Campus Support Staff Advisory Committee to better reflect our Success Factor designation and to follow WL and NW. All in approval. Our logo will require updating.
- B. Benefits Enrollment October 29 through November 12, 2019. There will be sessions available for help.
- C. United Way will be a combined campaign November 11 through November 22, 2019. They have offered to do presentations. Increased participation goal is 5%.

TREASURER'S REPORT: S. Osmanovic gave an update on accounts: General Account is \$1,270.60 and Scholarship Account is \$9,943.69. J. Miller attended a meeting to discuss the best practice of how to handle our accounts. There will be no sweeping of our accounts.

COMMITTEE REPORTS:

Communication: Getting request to share with our listserv. We will be mindful of what is sent on the listserv as to not create clutter.

Fundraising: Yankee Candle event is in process until October 25, 2019; will send one more reminder. Collective Goods/Books are Fun is on schedule for Spring 2020 and Fall 2020. We are planning a gift wrapping day in December; working out details.

Grants: There are changes in the system of how scholarships are being handled.

Purdue WL: Did not attend WL this month.

Strategic Plan: B. Hauser will resrepresent CSSAC.

Summerfest: CSSAC will be hosting Summerfest 2020.

UNIVERSITY COMMITTEE REPORTS

URPC: 2020 plan developed. Open house flier.

Faculty Senate: Chancellor gave presentation on Athletics. Stated that there is \$2,314,494 in Athletic scholarships. The University has had 1 major violation of NCAA in the last 10 years and it was self-reported. We currently have 16 sports at Purdue University Fort Wayne.

University Budget Committee: Nothing to report.

NEW BUSINESS:

- A. Due to CSSAC name change, the bylaws will need updating.

Adjournment - Meeting adjourned at 2:30 by motion C. Seymour and second C. Hall.

Respectfully Submitted,
Jacqueline Warfield

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

Send BRIDGE questions to Julie Miller, GB 103 1-6791, 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/>