

MEETING AGENDA

1. CALL TO ORDER: 1:35 pm
2. APPROVAL OF MINUTES: All
3. HUMAN RESOURCES: No Update
4. UNFINISHED BUSINESS:
 - a. Qualtrics for new members has been created. All approved ready for Laural to distribute via Listserv. Laural will send out after updating Listserv with most current list of all CSSAC employees.
 - b. David Reynolds has been approved to be added to the CSSAC O drive. Christi will work to make sure Mia is made current owner and that access form is submitted.
 - c. Ken Christmon will be speaking at the next CSSAC meeting on 10/19/2021.
5. TREASURER'S REPORT: Khin Khin gave updated balance reports
 - a. Foundation \$3,128.66
 - b. General \$2,855.44
 - c. Scholarship \$4,083.69
6. COMMITTEE REPORTS:
 - a. Communications: Laural will be obtaining a new list of all CSSAC employees and batch uploading them for the Listserv.
 - b. Fundraising – The Books are Fun fundraiser is scheduled to take place 11/03-04/2021. Fundraising Event Approval Request needs submitted to the Office of Development
 - c. Grants – Grants have been awarded for 2021-2022 academic year. Grant applications reopen in April. CSSAC will reach out to Laura Zeigler for eligible students. All eligible students must be verified through Human Resources.
 - d. Professional Development – Ken Christmon will be speaking to CSSAC.
 - e. Pride Plus – No update
 - f. Purdue WL – Mia and Shawyna attended (09/14/2021).
 - i. First meeting of the new academic year which required a lot of introductions.
 - ii. In their first week of mandatory surveillance testing, 217 employees failed to attend their required surveillance testing.
 - iii. Discussion of when a strike on the 3-strikes policy (related to employee conduct) is considered removed from an employee's record. It is YTD.
 - iv. Open enrollment will begin next month. Employees may now review enrollment information at this time.
 - g. Strategic Plan Steering: No Update
 - h. Summerfest: No Update
 - i. University Committee Reports
 - i. University Council: No Update
 - ii. University Resources Policy Committee (URPC): No Update
 - iii. Food Service Advisory Committee: No Update
 - iv. Budgetary Affairs Subcommittee: No Update
 - v. Revenue Subcommittee: No Update
 - vi. Welcome Wagon: No Longer Active

- vii. Faculty Senate: Khin Khin attended (09/13&20/2021).
 - 1. First meeting of the new academic year which required a second meeting the following Monday to finish required business.
 - 2. Several senate documents need reviewed and approved.
 - 3. Question was brought before senate regarding if LTL salaries would increase. Chancellor advised that they were last increased in 2019 and that future raise would be based on skill rate.
 - 4. Question was brought before senate regarding the centralizing of administrative functions such as printing services.
- viii. University Budget Committee: No Update
- ix. Facilities Management Safety Committee: Laural attended (08/18 & 09/15/2021).
 - 1. REM reported that all building inspections have been done and reported. Most issues involved items that are being stored too high and too close to sprinkler heads.
 - 2. The annual Safety Training reminders will be going out to department supervisors in early November. All employees have some form of required training. All training is required to be completed by 12/31/2021 for compliance.
 - 3. The employee Safety Fair was held 09/07/2021.
 - 4. The student Safety Fair is scheduled for 09/21/2021 (Note: This event was canceled on 09/20/21 due to the impending inclement weather for the scheduled date.)
 - 5. Chief Potts advised that UPD is waiting on SGA to determine SGA's involvement in heading up a student campus safety task force. This
- x. PFW Prepared Committee: No Update
- 7. NEW BUSINESS: No Update
- 8. BRIDGE QUESTIONS: No Update
- 9. ADJOURN: 1:57 pm

Meeting Invitees: Mia Starr (A), Shawyna Koorsen (P), Khin Khin Gyi (P), Laural Daily (P), Melissa Helmsing (P), Christine Hall (P)