

## **MEETING AGENDA**

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1. Call to Order
2. Approval of Minutes
3. Treasurer's Report (Khin Khin)
  - a. Operation fund: \$381.60
  - b. Scholarship fund: \$1,656.69
  - c. General fund: \$3,244.29
4. HR – Melissa
  - a. Ombudsman, Ken Christmon, would like to remind everyone that the Ombuds office offers coaching and support.
  - b. Payroll- PFW's relationship with the YMCA will be ending in June, so if you'd like to keep your Y membership, you will need to reach out to the Y to do so.
5. Unfinished Business
  - a. Changes to bylaws/leadership support – Glen Nakata
    - i. Wanted to reaffirm CSSAC in that we need to have strong voices and representation and thanked us for all the work we do.
    - ii. If there was something we needed budget wise, we can take a look to see if that's needed.
  - b. New member campaign
    - i. Had 2 potential new members, Robert and Brenda, come and observe the meeting.
  - c. HR brochure information
    - i. Discussed potentially removing the "up and coming events" under the "Additional Info" portion on the back of the brochure and/or add a link to the website, where we can list upcoming events.
    - ii. Once completed, we'd like to send it out to all members of the ListServe, as well as via Inside PFW (with APSAC and Faculty Senate) and the welcome packet at New Employee Orientation.
  - d. Bridge Questions- Link has been broken.
    - i. This should be fixed now, along with the link for those who are interested in possibly joining CSSAC.
6. Committee Reports
  - a. Communications (Elizabeth)
    1. Nothing to report.
  - b. Welcome Wagon (TBD)
    - i. Would like to begin putting the HR Brochure in the welcome packet for New Employee Orientation.
  - c. Grants (Christi):
    1. Grants haven't closed yet. Employee & Employee Dependent applications for CSSAC Grants are being accepted now for the 2023-2024 school term. The Application can be found on the CSSAC Website

- d. Pride Plus (Now Excellence) – (Cheryl)
  - i. Changed the name from Pride Plus to the Excellence Award to match with PWL and the connotation the word “Pride” for people.
- e. Purdue WL – (Cheryl)
  - i. With many of us back in the office in person, PWL has brought up the idea of revising a regional campus per year. The group decided that it was fine if PWL was hosting this year.
- f. Employee Recognition Event – (Elizabeth)
  - i. Have our 2<sup>nd</sup> meeting set for 1/18/2023. The event will move from spring to fall and will also recognize employees in increments of 5 years, 10 years, etc., as well as faculty awards.
- g. Fundraising – ( )
  - i. Discussed potential fundraisers if we needed them.
- h. University Committee Reports
  - i. University Council – (Khin Khin)
    - 1. Nothing to report.
  - ii. Food Service Advisory Committee – (Kaye)
    - 1. Meet next week
  - iii. Diversity Council – (Jayla)
    - 1. Meets in February.
  - iv. Faculty Senate – (Khin Khin)
    - 1. Faculty Senate meeting was held on January 09th at noon where they have discussed about senate document SD 22-12, SD 22-13, SD 22-14 by the Faculty Affairs Committee, and the document 22-15 by Educational Policy Subcommittee. All documents were approved by the committee. For the special business portion of the meeting, Jeff Malanson presented 2 important findings from the 2022 Campus Climate Survey related to the impact that faculty have on campus climate that the Senate can help to address.
      - a. Key Issues for Senate Consideration
        - i. Faculty Conduct
          - 1. Faculty treatment of other faculty, staff, administration, and students
            - a. “Certain members of the faculty need to take a step back and look at their words and actions and realize the negative impact they have on students, staff and other faculty.”
          - 2. Some staff report indicated that they do not feel safe speaking freely, afraid of some members of the faculty, belittled by the faculty, silenced and worn down by the negativity, and the list goes on.

3. No one holds faculty accountable, giving implicit sanction to the behavior and encouraging more of it
- ii. Deadnaming and Misgendering of Transgender Students
  1. Primarily identified in the survey as the faculty behavior in classrooms and elsewhere. In some cases, faculty and staff make intentional decision to call students by the incorrect name, or decision made out of ignorant because of the problem with some of our systems.
  2. Jeff presented two opportunities for the Senate: to promote best practices amongst faculty, and to establish and maintain inclusive in the classroom by using the students' preferred name and appropriate gender pronoun.
- iii. Jeff will host an open forum on Wednesday, January 25th at 1:30pm in Neff 101 (and via Zoom) to present a more complete overview and key findings.
- v. University Budget Committee – (Khin Khin)
  1. Nothing to report.
- vi. Facilities Management Safety Committee – (Christine)
  1. Meets on 1/18/2023
- vii. PFW Quality of Place – (Cheryl)
  1. The sub-committees now come back together and are making Action Plans, which will then submitted for possible approval.
7. New Business
  - a. Professional Development Minutes
    - i. Self-help type things that are from PWL, who provides them in their meetings.
  - b. Lunch & Learn
    - i. Considering having the first one being about CSSAC and what we do.
    - ii. Looking at having it during the end of May/beginning of June.
    - iii. Considering having desserts catered by Aladdin.
    - iv. Open house style- possibly from 11am to 1pm ish with rotating CSSAC members.
8. Bridge Questions
9. Adjourn