

MEETING AGENDA

Location: Development Office (in front of student housing – base of the gerbil bridge)

1. Call to Order
 - a. Record the meeting
2. Minutes – Approval of minutes
 - a. Approved
3. Treasurer’s Report (Jayla)
 - a. Operation fund: \$422.07
 - b. Scholarship fund: \$75.79
 - c. General fund: \$3,244.29
4. Guest Speaker: Rhonda Meriweather – Multicultural Center
 - a. The Multicultural Center is part of the umbrella of DEI under the leadership of Dr. Marteze Hammond.
 - b. TMC are located in Walb Student Union room 118. The Director is Rhonda Meriwether (she/her) and the Program Assistant is Paula Ashe (she/her)
 - c. TMC is committed to the engagement, retention, and graduation of students of color. We embrace intersecting differences, advocate for social justice, and cultivate a campus climate that values all individuals. Our intentional programming and events foster an enthusiasm for diverse cultures and backgrounds, while recognizing and celebrating the contributions of underrepresented students as an integral part of the campus community.
 - d. We do this by sponsoring a Getting to Graduation program. A program that is designed to help student reach their goals of graduating from PFW. Each year we partner with International Student Services and help to celebrate international, students of color and students in the G2G program with a Multicultural Graduation.
 - e. We also host numerous social, academic and cultural programs and events throughout the year. All of our events are open to all students, faculty and staff. We look forward to seeing you are our next event.
5. HR – Tracy
 - a. If you are interested in being on the Equity Nomination Advisory Committee, please let Robert, Cheryl or Tracy know.
6. Unfinished Business
 - a. Discussed Meeting regarding new hires quarterly and keeping a list with names/departments
 - b. COLA Administrative Assistant Luncheon
 - c. Staff Resource Fair
7. Committee Reports
 - a. Communications (Jenny to fill in for Elizabeth)
 - i. HR Awards Day – Sign up link and information will be in Inside PFW – It will be held on Thursday, March 14th from 5:30 – 8:30 p.m. Honorees will be invited by special invite.

- b. Newsletter – (Jalyn)
 - i. It is going well. February sent for review end of this week 1st of next week each resource/did you know.
 - ii. Please send ideas to the o drive
 - iii. Print distribution strategy
 - iv. How do we get to grounds and facilities who don't check emails
- c. Welcome Wagon (Jessica)
 - i. Not much response from new employees so we discussed how to contact custodial and facilities staff
- d. Grants – (Christi)
 - i. N/a
- e. Excellence Award – (Spencer)
 - i. Plaques to imperial – Banquet coming up in March - Money paid to recipients at the end of December
- f. Purdue WL – (Cheryl)
 - i. N/a
- g. Employee Recognition Event – (Elizabeth)
 - i. 3/14/2024 from 5:30-8:30pm.
 - ii. RSVP Due Feb 20th
 - iii. Who will Represent for CSSAC
- h. Fundraising – ()
 - i. N/a
- i. University Committee Reports
 - i. Food Service Advisory Committee – (Kaye)
 - ii. Departments are encouraged to use Fresh Ideas for catering on campus. Here is the contact information for the person who will be handling catering orders.
 - iii. Jerry Gutierrez, jgutierrez@freshideasfood.com (260) 481-0296
 - iv. FYI...they are taking catering orders **starting next week.**
 - v. Diversity Council – (Jayla)
 - 1. Met on Monday, 1/15 – New Affirmative Action Plan
 - vi. Faculty Senate – (Robert)
 - 1. Amended General Education Program from 9 to 6 credit hours
 - 2. Meeting again Monday reviewing dead naming policy
 - 3.
 - vii.
 - viii. University Resources Policy Committee – (Jennifer)
 - 1. N/a
 - ix. Budgetary Affairs Subcommittee - (Kaye)
 - 1. N/a
 - x. Facilities Management Safety Committee – (Christine)
 - 1. N/A

8. Bridge Questions and Round Robin
9. How can custodial and facilities staff have higher pay. Where to raise concerns.
 - a. Round Robin

10. Adjourn

Committee Meeting Invitees: Alyssa Anguiano, Jennifer Bower, Robert Burton, Cindy Firestine, Jalyn Girardot, Christine Hall (Emeritus), Jayla Heller, Cheryl Honkomp, Elizabeth Miller, Tracy Mitchener (HR Representative), Kaye Pitcher, Jessica Rouleau, Spencer Saunders, Angel Schnurpel