

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. Introductions by those in attendance for new members as well as Guest Speaker
4. Treasurer’s Report
 - a. Operation fund: \$458.74
 - b. Scholarship fund: -\$564.31
 - c. General fund: \$3,244.29
5. Guest Speaker: Kerrie Fineran, Interim Associate Vice Chancellor for Student Wellness and Associate Professor of Counselor Education
 - a. Center for Student Counseling <https://www.pfw.edu/student-counseling>
 - b. The center opened in August of 2023 and offers free counseling services to students.
 - c. They offer a variety of Counseling Services. They do take walk-ins but do recommend scheduling an appointment to meet with a counselor either in person or virtually.
 - d. They are looking into offering some stress management and suicide awareness training sessions.
 - e. The current wait list for a student is 9 days.
 - f. They have had over 800 scheduled appointments since they opened in August.
 - g. There are low sensory/Mastodon relaxation zone rooms with weighted blankets, etc for students to utilize as well.
 - h. There is a free coffee/tea bar for students during open hours which are Monday, Wednesday, Thursday, 9 a.m. – 4 p.m. Tuesday 9 a.m. until 8 p.m. and Friday 9 a.m. until 12 noon.
 - i. They are hoping to expand counseling services to faculty and staff as well.
 - j. Kerri is also part of the PFW Community Counseling <https://www.pfw.edu/education/counseling-graduate-education/community-counseling-center>
 - k. The University Wellness Council has agreed that they would like 2 members of CSSAC to join their committee.
6. HR – Tracy
 - a. Nothing New
7. Unfinished Business
 - a. Discussed Term limits – rotating off/reapplying to be on the committee. We also discussed when voting on new members what skills they would be bringing to the committee.
 - b. We discussed the total number of members agreeing on 10-15 so that each have a purpose.
8. Committee Reports
 - a. Communications (Jenny to fill in for Elizabeth)
 - i. HR Awards Day
 - b. Newsletter – (Jalyn)
 - i. Robert would like a few additional people to assist with the Newsletter – if you would like to volunteer, please let Jalyn or Robert know. jcgirard@pfw.edu
 - ii. It is going well. February sent for review end of this week 1st of next week each resource/did you know.

- iii. Please send ideas to the o drive
- c. Welcome Wagon (Jessica)
 - i. Sent 20 emails to new hires. Of those, 11 people are no longer with us. Most are custodial. We typically waited 3 months before making an initial point of contact but discussed reaching out by the 1-month point.
- d. Grants – (Christi)
 - i. Open Now – discussed possibly adding to Inside PFW, the grant is now open. We would like to compile a list of applicants by the May meeting.
 - ii. <https://www.pfw.edu/committees/cssac/grant-fund/>
 - iii. Deadline to apply is April 30th.
- e. Excellence Award – (Spencer)
- f. Purdue WL – (Cheryl)
 - i. Robert will be attending the PWL/PNW CSSAC meetings. If he is not available, he will get someone to attend in his absence.
- g. Employee Recognition Event – (Elizabeth)
 - i. 3/14/2024 from 5:30-8:30pm.
 - ii. Who will Represent for CSSAC - Discussed who will be presenting. Robert and Jenny will be in attendance for sure.
 - iii.
- h. Fundraising – ()
 - i. Nothing New but if anyone has any ideas, please let Robert know.
- i. University Committee Reports
 - i. Food Service Advisory Committee – (Kaye)
 - a. If anyone would like to volunteer to take over for Kaye, let Robert know.
 - ii. Diversity Council – (Jayla)
 - a. If anyone would like to volunteer to take over for Jayla, let Robert know.
 - iii. Faculty Senate – (Robert)
 - a. Discussed dead naming students.
 - b. New report in Banner so that now Professors can access preferred names in course roster.
 - c. Indiana State Legislation SB202 bring more political neutrality – politically leaning one way or the other.
 - iv. University Resources Policy Committee – (Jennifer)
 - 1. N/a
 - v. Budgetary Affairs Subcommittee - (Kaye)
 - 1. N/a
 - vi. Facilities Management Safety Committee – (Christine)



Facilities

- 1. Management Safety

9. Bridge Questions and Round Robin

- i. Don Zone Training sign up in inside PFW.
- ii. Tempest Thursday – Saturday Theatre production
- iii. Women’s Studies has some events going on
- iv. Engineer’s Week – Free Pizza
- v. SCVD and Family Day
- vi. CSSAC/APSAC combined Meeting discussion.
- vii. Big Event/Concert April 26th
- viii. A new replacement was hired for Nancy Ellert
- ix. Budget Dept. has been analyzing the budget.

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