

MEETING AGENDA

Location: Kettler Hall G83

1. Call to Order
 - a. Record the meeting
2. Minutes – Approval of Minutes – can be found on O drive
3. Treasurer’s Report
 - a. Operation Fund: \$318.74
 - b. Scholarship Fund: going away
 - c. Foundation Fund: \$289.98
4. Guest Speaker: Vic Spencer Q Center
 - a. Attached as well as in the CSSAC O drive is Vic’s Power Point [Q Center Office Presentation for F&S.pptx](#)
5. HR – Tracy
 - a. Elizabeth Miller is leaving the university.
6. Unfinished Business
 - a. Meet and Greet
Hearing from those members who attended and spoke with staff, it went well. We were excited to have a few staff from facilities attend and stop to ask questions. They seemed to enjoy the post-it’s the QR code that Jalyn had printed.
Thank you to Jalyn for all of your hard work ordering the food, creating the signage to put up and having the post its printed.
 - b. Outreach Committee (Jalyn and Jenny)
We discussed updating the website, doing a clean-up of the CSSAC O drive
 - c. Newsletter Committee
We met and discussed an Article for the September edition, resource, benefits breakdown, future articles, continued the discussion of Newsletter print edition and scheduled our next meeting on 9/19/2024.
7. Personnel Committee: (Jessica)
 - a. Nothing to Report now but would like to schedule a meeting soon. Would also like to set a meeting with Outreach Committee
8. Grants – (Christi)
 - a. Closed account. All funds are in student accounts. In the future we have decided that those who complete the application will be awarded it on a first come first serve basis with students being awarded the grants prior to staff.
9. Finance Committee: (Cindy)
 - a. Nothing to report
10. Purdue WL – (Robert)
 - a. Robert attended – Wages and Benefits Shadow Program
11. University Committee Reports – Should be sending out meeting invitations soon
 - a. Food Service Advisory Committee – (Jennifer) – NTR

- b. Diversity Council – (Cindy) –
Nothing to Report
 - c. Faculty Senate – (Robert) Sept 9th meeting
 - d. University Resources Policy Committee: (Jennifer) – Nothing to report
 - e. Information Subcommittee: (Jessica) Nothing to report
 - f. Student Affairs Committee: (Spencer) Nothing to report –
 - g. Mastodon Athletics Advisory Subcommittee: (Jalyn) Nothing to report
 - h. Facilities Management Safety Committee: (Christine) Meet 8/21
12. University Wellness Council: (Spencer & Angel) – No report; has not met
13. New Business
- a. Welcome and vote on new member, Gemssy Munoz. Voted as a new member
14. Bridge Questions and Round Robin
- a. No Bridge Questions
15. Open Floor
- a. HR Open House Sept. 4th
16. Adjourn
17. **Committee Meeting Invitees:** Alyssa Anguiano, Jennifer Bower, Robert Burton, Cindy Firestine, Jalyn Girardot, Christine Hall (Emeritus), Tracy Mitchener (HR Representative), Jessica Rouleau, Spencer Saunders, Angel Schnurpel, Katherine Yates