

Senate Reference No. 22-6

To: The Fort Wayne Senate
From: A. Nasr, Chair of the Senate Executive Committee
Date: September 23, 2022
Subj: Response to Senate Document SD 21-35

Please see below for the Response to Senate Document SD 21-35.

PURDUE UNIVERSITY. FORT WAYNE

MEMORANDUM

TO: Assem Nasr
Chair, Faculty Senate Executive Committee

FROM: Jerry Lewis
Vice Chancellor for Communications and Marketing

SUBJECT: Response to Senate Document SD 21-35

DATE: September 21, 2022

Purdue Fort Wayne is grateful for the contributions of faculty and staff who have served the university and, of course, is cognizant of the grief and mourning that are part of the natural process following the passing of a colleague.

Unfortunately, it is neither feasible, manageable, nor possible for the university to track, verify, and publish at the central level notification of the deaths of current or retired employees.

The Office of Human Resources is prohibited from releasing confidential personnel information that is derived from employment records such as benefits and/or family beneficiary contacts, which would be the only way to definitively verify that employees are deceased. There is no other central mechanism for developing a methodology for accurately and comprehensively verifying deaths.

Academic units and administrative units may, however, share obituaries informally among interested parties. It's a good practice to have the permission of the deceased's family.

Purdue University previously published faculty and staff death notifications for the West Lafayette campus but discontinued the practice, due to the time-consuming and inexact nature of the process, which required a full-time staff person.

Purdue Fort Wayne's Office of Communications and Marketing will consider publishing a death notification in the faculty and staff newsletter, *Inside PFW*, under certain conditions, which are included in its newsletter guidelines:

<https://www.pfw.edu/offices/communications-marketing/media-relations/newsletter-guidelines>

Thank you.