

NORTH CENTRAL

March 16, 2006

Members present: Sherry Behenna, Rick Bohan, Stacy O'Neal and Stephanie Wallace.

The meeting was held in the LSF Cafeteria and was called to order by Sherry at 3:05 p.m.

REPORTS

Administrative Announcements: Sue Miller was not able to attend today's meeting.

Treasurer's Report: Andi Barufi was not able to attend today's meeting. There have been no changes in the CSSAC account since the February meeting.

West Lafayette Report: Bridget Cadwell could not attend, but submitted a written report.

- West Lafayette's Spring Fling is May 17, 2006.
- The Regional CSSAC Campus Trip will be to Purdue Calumet, which is West Lafayette's regular June meeting. Only the West Lafayette rep from each regional campus is supposed to attend (this rule also applies to Purdue Calumet even though they are hosting the event).
- The following is the Board of Trustees site for Purdue: <http://www2.itap.purdue.edu/bot/index.cfm>
- Fundraising ideas from other campuses: One campus requires the dependent grant winner to help out for one hour/year at a CSSAC fundraiser. Another campus sells coupons for \$11 a local nursery, and CSSAC gets \$3 from each coupon (might infringe on SCRIP).
- The last meeting was held at the Purdue Research Park, which was voted the best research park in the country and won an award for Excellence in Technology transfer.

PENDING BUSINESS

- Sherry still needs job descriptions for the Grants Representative and Treasurer.

OLD BUSINESS

Remaining balance from the guest speaker:

- Sherry talked to Phil and the remaining balance from the guest speaker can be used for the Individual Staff Professional Development account (Phil will transfer the funds). This does not have to be used by the end of the fiscal year and travel expenses can be included. The seminar must somehow relate to your job, and a form will be created that will require general information for employees who wish to request professional development funds. We will announce this opportunity to all clerical and service workers after the form has been created.

NEW BUSINESS

Grants:

- Rick, Sherry and Bridget met to discuss grants. Rick will make a form that can be used to request that an individual serve on the grant selection subcommittee (one AP staff, one CS staff, and one faculty member are needed). Rick decides who serves on the selection committee.
- Rick will also find out the exact dollar amount available for the grant, and deadlines will need to be set for the selection process.

“Spring Fling” – CSSAC Networking and Recognition Luncheon:

- A tentative date of April 26 or 27 in the Executive Lounge was set (Stacy to check that the date doesn't interfere with the APSAC lunch).
- We will need to talk to Keith about menu choices for about \$5.00 per person. CSSAC employees who wish to attend will pay \$5 to any CSSAC member (this will also serve as an RSVP count).
- Sherry will contact Larry Barrett about serving as a guest speaker. New CSSAC employees throughout the past year will be introduced and employees reaching a milestone in years of service (5, 10, etc.) will be recognized.
- We will need to get door prizes (possible freebies from the bookstore and one month free fitness center membership).

Fundraisers:

- A possible bake sale for May was suggested (set-up in multiple buildings and ask any CS employees to volunteer time or baked goods). We will wait until the next meeting when Andi can be in attendance to discuss further.

The meeting adjourned at 3:40 p.m.

Next meeting will be April 20 at 3:00 p.m. in the cafeteria.

Respectfully submitted,

Stacy O'Neal
CSSAC Secretary

CSSAC SUGGESTION SYSTEM

Revisions/Additions for CSSAC minutes (please include date of minutes): _____

Suggestions for CSSAC: _____

Your name: _____

Check here if you would prefer your name not be mentioned in conjunction with your idea.

Return this form to any CSSAC Representative:

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