

NORTH CENTRAL

April 20, 2006

Members present: Andi Baruffi, Sherry Behenna, Rick Bohan, Todd Laux, 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 could not attend, so Todd Laux gave the Human Resource/Wellness report.

- Healthy Purdue - \$100 incentive checks for completing the blood screen/online health risk assessment can take up to eight weeks to process from the time the employee submitted their HRA online. If it has been over eight weeks and you have not received your check, contact Todd Laux. Employee checks will come via campus mail and spouse's checks will be mailed to their home address.
- Employees can still sign up for telephone coaching regarding their Health Risk Assessment.
- Information on upcoming health screenings and wellness programs, along with a wealth of other health care information, can be found at the Healthy Purdue site.
- The Healthy Purdue Program, along with the \$100 incentive program for completing the blood screen and HRA, will continue for another two years and the program will expand its offerings.
- A program on walking basics will be offered Thursday, April 27 in TECH 134 at 11:30 a.m.
- A Campus Walk will be held May 8 – complete designated trail anytime between 12:00 – 2:00 p.m. and receive a free t-shirt.
- National Bike to Work Week is May 15-19. May 18 will be Bicycle Safety Day on campus and there will be a Campus Bike Ride Friday, May 19.
- The PNC Trailblazer Program will begin May 22 and last for ten weeks. Updated maps of the campus trails will be available. Employees can check-off and date when they complete each trail. After completing ten trails, you will receive a duffle/cooler bag.
- The next OnePurdue Town Hall meeting will be April 26 from 9:00 – 11:00 a.m. in LSF 02.
- Open positions include: two Secretary V positions, Financial Aid Clerk IV, Computer Technician, Grants Writer, Programmer, and PNC-Porter County Enrollment Director.
- The annual Recognition Luncheon will be Thursday, May 4

Treasurer's Report: Andi reported that she has not received an accounting report for CSSAC since February. Rick has the March accounting report.

West Lafayette Report: Bridget could not attend, and will submit her report via e-mail.

Grants: Rick sent e-mails to all clerical/service announcing the dependent and employee grants (these can also be found on the share drive under CSSAC). We will award one grant to an employee and one

grant to a dependent. All funds will be applied in the fall semester. The application deadline is May 15. The selection committee should reach a decision by the end of May, and alternates need to be named.

Goodbye to Andi: Sherry announced that Andi will be leaving PNC and, therefore, can no longer serve as CSSAC Treasurer.

PENDING BUSINESS

- Spring Fling – we expect 20-30 attendees. Andi will provide name tags, and Sherry has list of new employees (have them answer a few questions about themselves at the banquet). There are real prizes and also some fun prizes to play “Let’s Make a Deal”.

OLD BUSINESS

- Job Descriptions – Sherry needs a copy of the secretary description for the chair folder. Andi and Rick still need to submit job descriptions for Treasurer and Grants Chair.

NEW BUSINESS

- Treasurer – a new member is needed to serve as Treasurer. Several individuals were suggested. If anyone shows an interest, they will be invited to the May meeting.
- Fundraising Chair – the possibility of adding another new member to chair fundraising was discussed.
- May Fundraiser – this will not be necessary if there are enough funds in the account to cover the summer picnic.

The meeting adjourned at 3:48 p.m.

Next meeting will be May 18, 2006 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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Stacy O'Neal	LSF 80	soneal@pnc.edu
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