

**NORTH CENTRAL**

**June 15, 2006**

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

Guests: Barb Austin, Ginny Borolov, and Lynne Reglein

The meeting was held in the LSF Cafeteria and called to order by Sherry at 3:07 p.m.

REPORTS

Administrative Announcements: Lynne Reglein gave the HR report:

- OnePurdue is on schedule - the HR portion will go live 1/1/2007. Everyone is encouraged to attend the OnePurdue meeting Thursday, June 29 in LSF 02 from 9:00 a.m.-11:00 a.m.
- Open A/P positions: Training Coordinator, Director of Financial Aid, Director of Admissions, Assistant Registrar, Academic Advisor – First Year Students, and Information Systems Programmer.
- Open C/S positions: Clerk IV – Financial Aid, Secretary V – Foreign Languages, and Senior Computer Operator VII.
- Employees are encouraged to use the PERF interactive website. Go online to set-up an account and you will be mailed a PIN number. Contact Lynne for more information.
- Susan Bagby found some old binders/boxes of CSSAC information. Sherry will get these to keep with our records.

Treasurer's Report: Sherry presented ending balances for each of the CSSAC accounts. Her report was reviewed and approved. The books are updated and ready for Ginny Borolov, who accepted the position of CSSAC Treasurer at the meeting.

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

- Approximately 4,500 faculty and staff attended the WL Spring Fling.
- PEAP is sponsoring a covered bridge festival this year.
- CVS Pharmacy bought out Osco - Purdue employees will no longer receive the Osco discount of buy one Osco item, get an identical item free.
- New candidates for WL CSSAC will be interviewed June 28-30<sup>th</sup>. There are seven vacancies.
- Town Hall meetings for OnePurdue will be held in June.
- All Stay Well checks should be written by the end of June. Approximately 9,000 individuals from all campuses participated in the Stay Well \$100 incentive program.
- The sale of Microsoft software disks was approved for another three years.
- Open enrollment for benefits will occur in October this year because of OnePurdue.

Grants: Rick reported that all CSSAC grant winners have been notified.

- Ginny Borolov received the employee grant.
- Kevin Nelson received the dependent grant.

- Next year's employee grant will be awarded at the Spring Fling.
- The Treasurer is to meet with Diana Blaney one month before we begin working on grants next year to verify the exact amount of funds available.

#### PENDING BUSINESS

- New CSSAC members – Sherry welcomed Ginny Borolov, who accepted the position of Treasurer. We will look to add another CSSAC committee member in January.

#### OLD BUSINESS

- Fundraising Update – Sherry met with Rita Dagys and Joe Goepfrich. The Development Office agreed to help CSSAC raise funds for our grants.
  - Sherry will help Rita design a flyer that will be sent to all C/S staff.
  - The committee also discussed combining the dependent and employee grant accounts into one single account.
- Bridget and Sherry attended the Regional CSSAC meeting June 13 hosted by Purdue Calumet. Sherry reported that many good ideas were exchanged between the various CSSAC representatives in attendance.
- Sherry presented a sample request form for CSSAC employees to request funds for the professional development grant to be used for job-related training.

#### NEW BUSINESS

- Summer Picnic – Tuesday, August 8, 2006 from 11:30 a.m.-1:30 p.m.
  - Decorations – Sherry purchased red and white check tablecloths. Potted flowers will serve as centerpieces/prizes. Plastic bugs/flyes on the table and large bugs in trees will be used to decorate.
  - Food – Mr. Back will provide the meat (chicken and pulled pork). All attendees will bring a dish to share. We need to check with APSAC to see if they will provide lemonade.
  - Paper Goods – CSSAC to take an inventory of plates, napkins, silverware. More silverware will likely need to be purchased.
  - Games – Possibilities are bingo (APSAC), sack race, three-legged race, bean bag toss, water balloon toss at campus personality (if approved) as possible fundraiser. Games can go on simultaneously so more people can participate.
  - Prizes – Everyone brings white elephant gift for Bingo prizes. CSSAC committee members to keep an eye out for other inexpensive prizes.
  - Meetings – additional meetings may be scheduled as needed to plan the summer picnic.

The meeting was adjourned at 4:04 p.m.

Next meeting will be July 20, 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:

Sherry Behenna	TECH 131	<a href="mailto:sbehenna@pnc.edu">sbehenna@pnc.edu</a>
Rick Bohan	SWRZ 225	<a href="mailto:rbohan@pnc.edu">rbohan@pnc.edu</a>
Ginny Borolov	LSF 27	<a href="mailto:gborolov@pnc.edu">gborolov@pnc.edu</a>
Bridget Cadwell	TECH 135	<a href="mailto:bcadwell@pnc.edu">bcadwell@pnc.edu</a>
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