

NORTH CENTRAL

July 20, 2006

Members present: Sherry Behenna, Ginny Borolov, Stacy O'Neal, and Stephanie Wallace.

Guests: Barb Austin and Todd Laux.

The meeting was held in the LSF Cafeteria and called to order by Sherry at 3:06 p.m.

REPORTS

Administrative Announcements: Todd Laux gave the HR report:

- Healthy Purdue Program will continue for another two years, so all employees will be eligible for \$100 for completing a blood screen and the HRA in Fall 2006-Spring 2007. Purdue will also implement a Wellness component to Healthy Purdue whereby employees receive additional funds in an account to be used for medical related expenses if they complete certain criteria. Further details will be distributed in the fall benefits packages.
- Open A/P positions: Administrative Asst. to the Vice Chancellor of Academic Affairs, Administrative Asst. to the Vice Chancellor of Advancement, Training Coordinator, Director of Financial Aid, and Director of Admissions.
- Open C/S positions: Clerk IV – Financial Aid, and Secretary IV – Continuing Education.
- OnePurdue – Todd Laux is the training representative for our campus. Registration for training will take place in early August, and supervisors will be registering employees for the training sessions relevant to their jobs. Many sessions will be web-based and some will be instructor led.
- Links to surrounding community information (schools, chambers of commerce, etc.) are now on the PNC HR webpage.

Treasurer's Report: Ginny presented the treasurer's report which was reviewed and approved.

West Lafayette Report: Bridget could not attend today's meeting, but will submit a written report.

PENDING BUSINESS

- Summer Picnic (August 8, 11:30 a.m. – 1:30 p.m.) – Sherry has the location reserved.
 - Decorations - plastic ants are in, waiting for flies. Sherry has large bugs.
 - Food – Sherry ordered the meat (Fried Chicken and Pulled Pork - half BBQ and half with sauce on the side). Mr. Stallings is donating the hamburger buns. All attendees will bring a dish.
 - Tablecloths - red & white table cloths are purchased (15) – Sherry will check with Steve Taylor on the exact number of picnic tables we have.
 - Centerpieces – cardboard 'picnic' holders for napkins, silverware, etc. with daisies.
 - Drinks – APSAC will provide iced tea and lemonade.

- Paper goods – Ginny did an inventory and Sherry will go shopping for extra supplies.
- Games/Prizes – bingo (APSAC – everyone brings white elephant gift), sack race, other ‘picnic’ games.
- Music – Sherry to ask Rick to find a source of music (either live or recorded).
- Pictures – Stephanie and Ginny will be the photographers.
- Set-up – Ginny, Stacy and Stephanie can come early to help set-up.

OLD BUSINESS

- Fundraising Update – Sherry will meet with Rita Dags next week to finish a flyer requesting donations from employees towards the C/S grants.
- Professional Development Request Form - Sherry presented a sample request form for CSSAC employees to request funds for the professional development grant to be used for job-related training. We will begin to promote this to C/S employees after the picnic. Requests for funding will be reviewed by the CSSAC committee.

NEW BUSINESS

- Alumni/Development Presentation –
 - Sherry attended a presentation by Alumni/Development about the services offered by their department. Kim Appel is PNC’s Director of Events and is available to help all PNC employees plan any university events.

The meeting was adjourned at 3:40 p.m.

Next meeting will be August 17, 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	sbehenna@pnc.edu
Rick Bohan	SWRZ 225	rbohan@pnc.edu
Ginny Borolov	LSF 27	gborolov@pnc.edu
Bridget Cadwell	TECH 135	bcadwell@pnc.edu
Stacy O'Neal	LSF 80	soneal@pnc.edu
Stephanie Wallace	TECH 357	swallace@pnc.edu