

**NORTH CENTRAL**

**May 28, 2008**

Present: Aimee Bochniak, Ginny Borolov, Chelsie Fulks, Amy Lutterman, Stacy O’Neal, Denise Sola, and Stephanie Wallace.

Guests: Jan Hanchar

The meeting was held in SWRZ 120A and called to order at 2:30 p.m.

REPORTS

Administrative Report: Jan

- Three individuals have recently resigned from their positions at PNC; their jobs will post shortly.
- Employees should note the provider network for Purdue insurance is changing July 1, 2008. All employees should check to see if their healthcare provider is in the new network.
- If you need to know your Purdue ID number, you will now have to call Human Resources to obtain this information, as it is no longer available on SOLAR.
- Human Resources is looking to offer new training on specific topics for C/S staff beginning in the fall. Possible topics include: what to keep in a search file, part-time payroll issues, wellness programs, etc.

Treasurer’s Report: Ginny submitted a report which was reviewed by the committee.

- New activity consisted of a \$37.65 deduction from the events fund to cover printing of the CSSAC notepads for the all-CSSAC meeting at PNC June 10.
- No new deposits were made other than the regular recurring monthly deposits into the scholarship gift accounts.

West Lafayette Report: Cecilia was not present to give a report.

OLD BUSINESS

Membership

- A Vice-President still needs to be appointed.
- Welcome to Aimee Bochniak – the newest member of CSSAC!

All-CSSAC Meeting – Tuesday, June 10, 2008 from 9:00 a.m. – 1:30 p.m. CST

- Denise had the schedule of events approved by the West Lafayette President and she will make printed agendas for the day.
- A continental breakfast will be served and lunch will consist of a sandwich bar with potato and pasta salad.
- Judy Jacobi will give an art tour (indoors or outdoors depending on weather) to last 30-45 minutes.
- We expect about 30 to attend and, at this time, it is unclear if the PNC CSSAC committee can sit in on the meeting or not.

- We have CSSAC notepads, lapel pins, pencils and PNC facts brochures for giveaways.

#### Scholarship Grants

- Deadline is set at Friday, May 30.
- We have received one application as of today's meeting.
- Consider extending the deadline if more applications do not come in by the end of the week.

#### NEW BUSINESS

##### Summer Picnic

- Date is July 25, 2008 from 11:30 – 1:30 p.m.
- Theme will be Olympics
  - Committee to brainstorm game ideas and email them to Denise.
  - Bean bag toss game will be used.
  - Get someone to carry in a mock torch.
- Flyers and emails to announce the event will need to be made.
- Invite APSAC President to next meeting to discuss event; ask APSAC to provide beverages and bingo game.
- Begin doing written evaluations after each event for future reference.

##### Emergency Text Messaging System

- Denise was asked to gather feedback on the new campus emergency texting system. Questions include:
  - Is the texting only used to announce campus emergencies and closings?
  - Do you get a confirmation text when you enroll in the program?
  - Will they test the system at the mock emergency drill held in August?
  - Several staff/students have raised concerns over the possibility of getting junk texts and the costs of receiving texts.

Meeting adjourned at 3:55 p.m.

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:

Ginny Borolov	SWRZ 203B	<a href="mailto:gborolov@pnc.edu">gborolov@pnc.edu</a>
Chelsie Fulks	SWRZ 137	<a href="mailto:cfulks@pnc.edu">cfulks@pnc.edu</a>
Cecilia Kajer	TECH 186	<a href="mailto:ckajer@pnc.edu">ckajer@pnc.edu</a>
Stacy O'Neal	LSF 80	<a href="mailto:soneal@pnc.edu">soneal@pnc.edu</a>
Denise Sola	SWRZ 120	<a href="mailto:dsola@pnc.edu">dsola@pnc.edu</a>
Stephanie Wallace	TECH 186	<a href="mailto:swallace@pnc.edu">swallace@pnc.edu</a>
Amy Lutterman	SWRZ 206	<a href="mailto:alutterman@pnc.edu">alutterman@pnc.edu</a>
Aimee Bochniak	TECH 101	<a href="mailto:abochniak@pnc.edu">abochniak@pnc.edu</a>