

Present: Cecilia Kajer, Ginny Borolov, Sherry Behenna, Karen Brown, Amber Cable, Christina Nevill, Katie Sirko, Sara Soneye, Ella Taylor, Carol Wright, and Amy Lutterman

Guests: Jan Hanchar and Carol Kurmis

The meeting was held in Schwarz 214 and called to order at 3:00 p.m.

REPORT:

Administrative Report: Jan Hanchar gave the following report:

- Mandatory direct deposit will be taking place during the fall 2009 semester but they are still working on some of the details. This will become part of the new employee orientation. Some employees have already chosen to change to direct deposit which helps the transition. Pay cards will be offered to those who will not be able to receive direct deposit in a bank account. These will be tested before issuing them.

Treasurer's Report: Katie Sirko gave the following report:

- The charge received in error and the printing charge was corrected on the Treasurer's Report.

West Lafayette Report: Cecilia Kajer gave the following report:

- Representatives met at Purdue Calumet for a short meeting and took a tour of the campus. During their tour they visited a visualization lab which is developing 3-D glasses that are used for engineering purposes.

COMMITTEES:

Scholarship Committee Report: Amy Lutterman gave the following report:

- Congratulations to Ginny Borolov and America Zahn for receiving the Scholarships from CSSAC. Ginny received the Employee Scholarship and America received the Dependent Scholarship.

Fundraising: Sara Soneye gave the following report.

- Some new fundraising ideas that are being looked into with greater detail are:
 - Selling flower bulbs
 - Making a community cook book of favorite recipes and having a sampling before they go on sale.

- Book Sale – Work with company Books Are Fun and sell books for fundraising purposes
- Pampered Chef – sale would be out of the book not a “party”

Bridge Report:

- Ella Taylor received a question about having an online pictorial directory with each employee’s picture and name on the share drive. Responses she received was that it is hard to keep up with the consistent changes and that the web responsibilities are too large.
- Having an online pictorial directory would be helpful when a name is heard but can’t remember who they are.
- CSSAC is discussing how we could approach this and if it is possible to maintain a directory like this.

OLD BUSINESS:

CSSAC Satisfaction Survey Report:

- All suggestions for the CSSAC Satisfaction Survey have been presented to Dr. Duttlinger.

Networking Luncheon:

- There was a Networking Luncheon Survey, which 16 were filled out and returned. Overall everyone seemed to enjoy the luncheon and would like to have more activities like “True Colors.” Suggestions for future luncheons were stress management, Fish Philosophy, learning aspects or entertaining speakers, and professional development topics.
- Next year to have a better lunch selection, attendees may pay \$5 each.

Bridge:

- Discussion for a pictorial directory will be tabled until next meeting.

Budget Meeting with APASC:

- APASC will be meeting to discuss a date that would work well for their committee and get back with CSSAC on which date would work best to meet with Steve Turner

NEW BUSINESS:

Summer Picnic -

- The Summer Picnic will be held on July 29th from 11:30am to 1:30pm
- Games chosen will be a Limbo contest, Frisbee, and Bean Bag Toss.
- Inside games will be arranged if the picnic cannot be held outside due to the weather.
- Carol Kurmis attended the meeting representing the APASC Committee and they will be providing drinks and cups as well as running Bingo
- Stephanie Wallace will be taking pictures during the event.
- Each CSSAC Committee member will be bringing in beach towels for table cloths

- Prizes are being donated from the following people/areas:
 - Todd Laux – 3 coolers
 - Deb Nielsen – various prizes
 - Alumni – Cooler with radio
- A Scholarship fundraiser may be held during the picnic where attendees may sign up to donate a dessert to be auctioned off during the picnic
- Invitations will be sent out announcing the dates and times

Newsletter

- Coming Soon!!

Bridge:

- A new question was asked about clerical and service staff receiving an extra personal day due to no pay raises this coming year. Ella will be checking into this to see what she can find out.

New Business will be further discussed at the next meeting on July 8th.

- Summer Picnic
- CSSAC monthly newsletter
- Fundraising
- Pictorial Directory
- Additional Members

Meeting adjourned at 4:30 p.m.

Respectfully submitted,

Amy Lutterman
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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