

**Classified Staff Council
 Meeting Minutes
 September 19, 2018 – 222 Adm Bldg**

Present: Antoinette Jacobs (Co-chair), Danielle Burkin (Co-chair), Faith Olson-Elsea, Kathy Dean, Dana Watson, Amy Smith, Anna Kelling, Marsha Bostelman, Deb Lucio, Deborah Lowery, Gretchen Avery, Jane Perez, Mark Henning, Jen Moore, Jamie Schimmoeller and Rebecca Lyons.

Excused: Sharyl Wahl, Sandi Smetzer and Deb Carden.

Announcements:

- Communication with those you serve – via email. Contact Beth Ann Rife (HR) at barife@bgsu.edu or Antra Pump (HR) at antrap@bgsu.edu to get a list of email addresses for employees in your area.
- Guest Speaker – Margaret McCain – HR – 10:00am – discussed upcoming benefits.
- Leave Bank Public Hearing 11-12 @ Huntington – HR will advertise in December and January. HR would like open enrollment to be in February for a couple weeks. People can start to apply and use right away. The committee suggested we have an open enrollment now to get hours in the bank now, before February. There are employees in need. HR indicated they were not interested in starting early.

Reports:

- Secretary Report – Kathy Dean - Motion to approve minutes of Aug.15, 2018 by Gretchen, Jen seconded, passed.
- Treasurer Report – Faith Olson-Elsea presented report. No change.
- Administrative Staff Report – ASC first meeting was last month since the spring. They are re-organizing committees.
- Retirees report – No report. Need a rep.
- Firelands report – No report.

Chair's Report:

HR Meeting – see submitted report. Discussion on 2% increase and receive a promotion. And discussed stand by rate.

Old Business – updates:

Firelands Visit – Meet at TV station – at 8:15am on Oct. 17th. Will leave at 8:30am. RSVP Tony if going.

New Business:

- Savage and Associates – Brown bag lunch scheduled for Sept 25th 11:45am -1:15pm, in the Pallister room of Jerome Library.
- Chair elect needed.
- November's CSC will be held one week early due to Thanksgiving – on Wed., Nov. 14th.

Committees – reports: no reports

<u>CSC</u>	<u>University</u>
Bylaws	CIO Advisory Board
Election	Public Safety
Personnel Welfare - Handbook	PACHWI
Campus and Community	University Council
Website	Service Award – need volunteer
OSCHE	Equal Opportunity
Salary Compensation	Information Technology
Professional Development	Professional Affairs
Outstanding Service Award	
Outstanding Team Award	
Spirit of BG Award	
Scholarship Committee	

Good of the Order

Agenda