



**Classified Staff Council
Meeting Minutes
October 21, 2015 at 10:00 a.m.
316 Bowen-Thompson Student Union**

Present: Deborah Carden via Skype, Terry Carver (Secretary), Tom Cook, Karyn Dutridge, Yolanda Flores, Janet Garber (Chair), Linda Hammer (retiree rep), Linda Hamman (Chair Elect), Roger Heminger, Mark Henning, Gail Houtz, Belynda Hummel, Karla Leady, Norma Lybarger for Tammy Corpe, Deb Lowery, Teresa Mayo, Jen Moore, Kathleen Newman, Faith Olson (Treasurer)
Excused: Tammy Corpe, Abby Priehs (ASC Chair Elect)
Unexcused: Karen Schwab

United Way Presentation (Susan Platen)

- Volunteers worked for Project Connect, which serves 700+ people by different agencies
 - This was a one day, one stop event on October 14
 - Some offices donated items for this event to make a care package
- Wood County has a lot of poverty, and your donations assist those in need
- E-Pledges are coming soon and you may designate your donations
- 2-1-1 is the United Way “one stop” to find any service under UW
- Thank you for your contributions!

Health Insurance Updates (Sandy Heck, Human Resources)

There are minimal changes from last year

One change is under the medical plan: coverage for a dependent is only until the end of the month that they turn 26

An 18% increase to Plan A is being passed through from Medical Mutual

New health insurance rates to come out on Friday, October 30 for 2016 (under HR Benefits)

Everyone is urged to use the Medical Comparison tool kit available on the HR website

Look at different scenarios, and print the results as it does not save what you enter

Open Enrollment runs November 2 – 20, 2015; postcards have been sent to employees

This year is “Passive Enrollment” which means you do not have to change anything if you wish to keep the same medical plan

You DO, however, need to enroll your HSA or Flexible Spending amount again!

AFLAC will hold voluntary appointments; HR to email information about this

HSA contributions roll over from year to year; Flex Spend Accounts only allow \$500 to roll forward to the next year

Qualified expenses for HSA and Flex Spend Accounts are found in IRS Publication 502

CVS Caremark website can give estimates of prescription costs

Medical coverage for a spouse/partner application must be turned in to HR by Nov. 20

Vision and Dental premiums increased minimally

Email questions to: benefits@bgsu.edu

Secretary Report (T. Carver)

- Update made to FASFA timelines for October 2016
- Motion to approve the September minutes as corrected: T. Mayo; second: R. Heminger; motion carried

Treasurer Report (F. Olson)

- The CSC Foundation corpus (principal sum) lost a total of \$2,212.63 which was finalized by the auditors
- A balance of \$2,097.25 after payment of \$3,000 in scholarships remains in the spendable side of the CSC Foundation account
 - With interest from the corpus and the \$2,097.25 balance, the 10 scholarships at \$300 each will be given annually until the corpus is large enough for the scholarship commitment to be self-funded
- Private contributions are always welcome
- Motion to approve the Treasurer’s Report: T. Cook; C. Leady seconded; motion carried

Chair Report (J. Garber)

- HR is holding a Retirement Fair in February
 - OPERS representatives will be on campus at that time for consultations
- Going to present Disability Voluntary Self ID information at the Nov. 17 brown bag session in Rm 314 Union
 - A survey will be sent out in December
- The President's Panel Meeting notes were distributed to CSC members by Jan
- Trustees Chair David Levey is attending the November CSC meeting; send questions to J. Garber
 - Suggested questions presented at this meeting:
 - What does not count toward OPERS from payroll?
 - M. Henning to send some questions about WBGU-TV
- The new Retention Report will be posted soon
- BGSU Leadership Academy (BGLI) this year will run from January – May, comprised of constituents from Classified Staff, Administrative Staff and Faculty combined

ASC Report (J. Garber for A. Priehs)

Chair to survey Administrative Staff about the Clean Air Policy

Discussed brown bag topic ideas

ASC Committees continue to meet

Old Business: Campus Tobacco Free Policy

- Are Chartwell and AVI employees to adhere to BGSU policies? Yes, per F. Olson
- Discussed areas of smoking on campus that continue to be of concern
- Belynda Hummel volunteered to make a survey to send to CS constituents
 - Answers to be sent to Lisa Bowen, a Classified Staff committee member
- T. Carver and K. Newman going to an OSCHE meeting on Friday and will ask how other institutions enforce this on their campus
- Letter to the President tabled until November meeting, after gathering information

New Business

Performance Based Budget Committee Report – G. Houtz

- Using the Responsibly Centered Management Model
- Decentralized approach
- Producing results favorable to our mission
- Set goals per department/college determines their funding
- Deans would make reductions if they fall short of their goals
- Kent State is using this model
- Need a base data for comparison (metrics with other universities rather than within BGSU)
- Over a 3-year period
- Classified Staff should be informed about Budgets in their departments! Are we viable?
- Website to keep you updated

Good of the Order

T. Cook: Training three students to drive bus (however, two dropped out of the program)

- Interviewing more students; they need their CDL license to drive busses

Meeting adjourned at noon.

Next scheduled CSC meeting: Wednesday, November 18, 10am – noon, BTSU Room 316