



May 20, 2021 – 10:00 A.M. CSC WebEx Meeting Minutes

In attendance: Dana Watson (co-chair), Danielle Burkin (co-chair), Sandie Smetzer (chair-elect), Gretchen Avery, Deb Carden, Sharyl Wahl, Deb Lucio, Deb Lowery, Debra Huff, Linda Hamman, Chris Snyder, Andrea Amstutz, Kathy Dean and Pat Wilhelm (retiree rep)

Absent: Jane Perez, Amy Smith and Victor Senn (ASC rep)

Welcome, called meeting to order, and roll call.

Open forum first 15 minutes of meeting for staff to ask questions, make suggestions and comments to council. Questions:

- Will staff continue to be able to access their time sheets off campus? We will take this to our next HR meeting.
- Will an updated Retention Points report be placed on the CSC web page. The last one is from October. Taking question to HR.

Reports

- Secretary Report – Kathy. Deb Carden motioned to approve minutes. Sandie seconded. Passed.
- Treasurer Report – no changes to report.
- Administrative Staff Report – no report.
- Retiree's report – no report.
- Firelands Report – Deb Carden and Sharyl said May 6th was the Firelands awards day. Cheryl Smith was received the Distinguished Classified Staff award.

Chair's Report meeting with the President – talked about coming back to campus to work this Fall. Arbor Day there will be an event to honor students and staff who have died this past year.

Old Business

- CSC Awards Event Thursday, June 10 11am-1pm – celebration, free box lunch, awards – Exec Committee is organizing.
- Scholarships Awards- Jodi Schroeder chair report- applications have increased over past two years. Have 75 applicants, last year there were 77, year before that there were 4 applications. Advertised on Campus Updates.
- Team Awards- Gretchen chair report- collecting nominations.
- Outstanding Staff Award- Andrea chair report- collecting nominations.
- Spirit of BGSU Award- Deb Carden chair- 10 awarded in the past year. Will announce winners from the previous year also.
- Anna Kelling, in memory- there will be a memorial on Arbors Day in October. We have researched scholarships, there is a minimum amount of \$25,000 need to start one. Chris Snyder looked into a bench which was very costly. Should we re-name the CSC Scholarship to "Anna Kelling Classified Staff Scholarship"? Tabled till next meeting.
- New Stretagic Plan- Gretchen said there are 5 items that CSC could work with for this coming years new goals. She will send them to CSC for brainstorming at next month's meeting.
- Professional Dev Committee- training resources for CSC web page – tabled.

New Business

- Elections new members and renewed members- Deb Lowery- Firelands will replace Sharyl with Nestor Rave as co-rep. Deb will continue to contact people to fill the openings and verify who is staying on council. Members going off council were thanked: Amy Smith, Sharyl Wahl, Kathy Dean.
- Committees- there are open seats on many committees and some need chairs. Sandie is handling.
- Administrative job openings- Danielle will check with HR to inquire if open Admin jobs can be sent to her along with classified job openings. Most open jobs are moving from classified to Admin so it would be helpful to see them in case anyone wants to apply.
- CSC mugs- Deb Lucio is ordering more mugs. These are given to new hire staff and new council members.
- Schedule CSC meetings in June and August? There will be no CSC meeting in June because of the picnic. Yes in August.
- Continue with Zoom meetings or have in-person? For next several months we'll keep them on Zoom. Revisit later.
- Research what road blocks are there to our awards? Make them easy to fill out, etc. Tabled to next meeting.

Committee Reports

Next CSC meeting is Thursday, July 15, 2021 at 10am.

Adjournment