Administrative Staff Council
Meeting Minutes
Thursday, May 1, 2014
www.bgsu.edu/asc

In Attendance: Eric Bucks, Eve Crandall, Donna Dick, Mike Hachtel, Linda Hamilton (RA), Krishna Han, Gail Houtz (CSC), David Janik, Mary Ellen Kellow, Stephen Kendall, Michael Kudela, Benjamin Martin, Ryan Miller, Connie Molnar, Emily Monago, Paul Obringer, Sherri Orwick Ogden, Tim Parish, Ray Plaza, Heidi Popovitch, Abby Priehs, Marlene Reynolds, Anthony Short, Tom Siebenaler, Kurt Thomas, Jennifer Twu, Robin Veitch, Mary Beth Zachary, Lisa Zollars

Mike Hachtel, ASC Chair, called the meeting to order.

Substitutes: None

Approval of Minutes:
February minutes: moved by Ray Plaza second by Connie Molnar-no discussion; unanimous vote to approve.

March minutes: moved by Mary Beth Zachary second by Mary Ellen Kellow-discussion included friendly amendment to Chair Elect Report as follows: Attended the HR, CFO and CSC meetings. Emily had nothing additional to add to the Chair report regarding these meetings. CSC Liaison Report to follow.

April minutes: moved by Tom Siebenaler second by Ray Plaza-discussion included friendly amendment to Chair Elect Report as follows: Attended the HR, CFO and CSC meetings. Emily had nothing additional to add to the Chair report regarding these meetings. CSC Liaison Report to follow.

Guest Speaker: Sheri Stoll, Chief Financial Officer, discussed the University budget situation and how SSI will fall to $60 million in FY 2015, which is the same amount BGSU received in 1995. She presented an informational power point which I have attached and explained how recruitment and retention are impactful to our budget. She also spoke of the new formula for state funding being based on successful course completion and degree completion in addition to enrollment.

Chair’s Report:

Promotional Pathway: Mike received clarification after receiving questions on this new process. It is for promotions only and is separate from the internal search process. It has not been written for Classified Staff positions at this time.

Compensation Plan: ASC Executive Council met with Human Resource Department, represented by Pat Kelly, Becca Ferguson, Viva McCarver and Sandy Heck on April 22, 2014 to discuss the Compensation Plan which is Appendix A of the Administrative Staff Handbook. Changes were agreed upon by both
parties at which time Mike appointed a Compensation Plan Work Group with the charge of getting the documents wording in order. Once finished with their work the handbook will come before ASC for a vote and then the handbook will be updated. A lot of hard work has resulted from the changes that were made and Mike thanked everyone that was involved in the process.

Fee Waiver—Mike presented the “Fee Waiver” draft document to all representatives and explained this came from an Accenture recommendation. This is a proposal that Becca Ferguson, AROC Opportunity Manager, is bringing forth for discussion and input from Administrative Staff. Mike will take our discussion points back to Becca. Some of the highlights of the discussion are outlined below:

- Formal appeal process is needed
- Appreciate the chance to give our input
- What will BGSU gain financially?
- Compensation granted for employees taking language classes
- Colleges limits are not as restricted as this document
- Concern rose that most Administrative Staff work 40 hours plus per week
- Curriculum not conducive because of night class limitations
- Limits appear to be set for a full time student
- Recommendation was heard to double the years limit
- Build in enough time to work and take classes

University Council Meeting—Due to meeting time constraint, Mike has asked me to attach his notes for this meeting. (see attached)

Year In Review—Mike is working on the ASC “Year In Review” document which lists are accomplishments. Please review his “draft” document and forward him any suggestions.

Mike then asked for a motion to adjourn the meeting. We were unable to complete the full agenda as written due to time constraint.

Next Meeting

The next ASC meeting will be held on Thursday, June 5 in BTSU room 308 with lunch served at 12:30pm and the meeting commencing at 1:30pm.

Hedi Popovitch motioned to adjourn the meeting. Mary Beth Zachary seconded the motion. Meeting adjourned.

Respectfully Submitted,

Marlene Reynolds
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Co-Secretary, Administrative Staff Council