

Dobb/Ferguson Meeting: July 13, 2008, McFall Chartroom

1. Faith Olson, Chair CSC, distributed the CSC meeting schedule (locations, dates and times) for the current fiscal year as well as the agenda for the July 16, 2008, meeting at Firelands.
2. Q. Concern of positions being targeted for elimination because of years of service of staff.  
A. Becca Ferguson stated the elimination of positions is due to operational needs not years of service. Becca stated that since she has been employed at BGSU, all positions that have been eliminated were due to budget cuts or a grant ending.
3. Q. The concern of classified positions becoming administrative positions was also discussed, i.e., ITS positions.  
A. Changes have to adhere to the rules of the Ohio Revised Code. If there is a classified state job description, then the position cannot be made administrative staff. Becca indicated that 2 classified positions were made administrative and 2 administrative were made classified. Becca will verify this from the HR hire spreadsheets.
4. Q. Discussion was brought to the forefront on the practice of working part time staff 38 and 40 hours without benefits for weeks at a time.  
A. Judy indicated that part time can only work so many weeks without getting benefits. Becca asked Judy to send her the ORC that addresses this.
5. Q. Faith asked about the staff member who came back from disability and could not take a vacant position because there was not enough dollars to fund the position as full time.  
A. Discussion was made on whether the position could be funded in another way. Funding alternatives will be discussed at a later meeting.
6. Q. The 360° Evaluation Implementation  
A. This is being supported by Provost Baugher. Becca indicated that HR was also willing to support this. Judy Hagemann indicated that the library already does this and is willing to share their process. Further discussions on development and implementation will be held as well as how to do evaluations without considering personalities.
7. Q. There is a need for supervisory training.  
A. Robin Bruning said that University Dining Services promotes professional development through the "manage your manager" and other programs being offered by Continuing Education. Becca stated that the only program mandatory for supervisors at this time is "preventing sexual harassment".
8. Q. Some universities/state agencies are moving to 4 – 10 hour work days as a cost saving opportunity and asked Becca if she was aware of BGSU considering this.

- A. Becca stated she didn't know and to ask Linda. HR encourages anything that continues to meet operational needs. Another suggestion was to eliminate the second or third shifts. This would not promote job layoffs, but put employees in close proximity to share the work load.
9. Q. Merit increase to those in probationary status.
- A. Becca brought a spreadsheet to explain why the University merit percentage is not given to those in a probationary status.
10. Q. Are University granted increases withheld from classified staff if they are in a probationary period?
- A. Becca brought a worksheet specifying that classified staff employees in a probationary period are not eligible for the University increase even if they were granted one by their college. This will be discussed further.
11. Faith made a public records request for a retention point report to be posted on classified staff's website. Becca will do this.