



Classified Staff Council

Meeting Minutes
January 21, 2009
BGSU Main Campus

CALL TO ORDER

Chair elect Violet Serrato called the meeting to order at 10:15 a.m.

ROLL CALL

Not taken

APPROVAL OF MINUTES <http://www.bgsu.edu/organizations/csc>

December Minutes - Robin Bruning Corrections noted
Corrected minutes approved: Dee Dee Wentland seconded: Glenna Rufo

TREASURER'S REPORT

No report available

CHAIR/CHAIR ELECT REPORTS – The details of these reports can be found on the CSC web site under Resources and then click on CSC Officers/Exec Team Meeting Notes 2008-09 (only the highlights are noted in the minutes: <http://www.bgsu.edu/organizations/csc>

III. Meetings with HR – notes by Violet Serrato – January 20, 2009

a. Layoff plans

1. How many classified staff have been laid-off? **Two**
 2. What is the process for notification? Time line? Etc. **Handled by H R, timeline depends on whether other bumping is involved.**
 3. How many classified are funded by Success Challenge dollars? **H.R. doesn't know.**
 4. Is there a list of these individuals and do they know they are funded in this manner? **H.R. will work on this.**
- b. Explanation of ORC 145.297 and 145.298 – **if 50 or more classified staff employees are placed in lay-off status, these ORC requires a buyout.**
- c. Define hiring units on the BGSU campus, etc. – **Because displaced classified staff employees can bump into any same classification or within series across campus, the hiring unit is HR.**
- d. How does HB 187 affect the Political Reform Proposal and the Catastrophic Leave Bank – **According to the Assistant to the President, Sean FitzGerald, revising of the restrictions placed on classified staff employees in partisan politics will need to be done at the State level. See his report below. No word on the Catastrophic Leave Bank.**
- e. Evaluation form and process redesign? Set a deadline – **Put on hold because of all the projects that are occurring.**
- f. Further discussion on part-time classified being paid for holidays when University is shut down **did not address this**

Please note: Answers listed above are an abbreviation of the January minutes. The entire transcript is available on the web site.

Classified Staff Issues:

Further discussion on part-time classified being paid for holidays when University is shut down
Discussed how this is handled in different departments

Dining Services RFP perspective from Robin Bruning and Laurie Konrad
An explanation was given on what an RFP is and how it may affect Dining Services
"Request for Proposal" is an article put out by the purchasing, asking vendors to bid on a varied range of services. An RFP may be specific or general in nature. The affect this will have on Dining Services is yet to be determined.

Committee Reports – The following reports/meeting notes can be found on the CSC web site under Resources and then click on CSC Committees Reports 2008-09: <http://www.bgsu.edu/organizations/csc>

- Campus/Community Committee – Diane Colyer – Award Ceremony date is April 16, 2009
- HWI – Dee Dee Wentland
- OSCE update – Lorrie Sawaie

10:30 a.m. Sean FitzGerald, Assistant to the President in the General Counsel's Office, will give update on Political Reform Proposal

(Handouts available) Summary: Sean stated though HB 187 allows for some latitude the proposal would provide for more privileges than the law allows. The existing policy follows the law. Larry commented that the law protects employees from undue influence. You may display your personal political views with buttons, signs, etc, but you may not run for political office in a partisan election.

11:00 a.m. Sheri Stoll, Vice President for Finance and Administration

1) Update on BGSU's financial status - **Summary: Sheri gave an overview of how the University budget works vs. the State – BGSU is on a yearly budget and the State runs on a biannual budget. Throughout the last 6 months the State has had to adjust their budget due to the economy, but at this point the State Share of Instruction (SSI) has not been cut. There are others lines of monies that have been cut 100%. Most State agencies were asked to cut between 10-20%. At this point the Governor is waiting as long as possible before implementing further cuts. He will address the budget in His State of the State address on January 28th. The Governor hopes to have budget adjustments made by the middle of February.**

In regards to cuts here at BGSU, all programs are being looked at one by one. Each department was given a percentage that they were asked to cut, their proposals were due January 16, 2009. They are now in the process of sorting through all the information. The plan is to have a budget to finalize in June, if lay-offs occur we will know then.

2) RFP for dining services **Summary: The RFP for dining services is not for a complete out source. It is to fill the Director position and to partner with another group to use their expertise in food purchasing, menu management and management training. Sheri stated that this would be a good opportunity for us to gain more purchasing to keep food cost low and help with new ways to increase cash sales. It was brought to her attention that Kent State spent a million dollars more on food last year than BGSU. There was also concern that many of the ideas that an out source company would come in with have already been suggested and rejected so why should we think it will be any different. She understands the importance of utilizing any sources we would contract**

with. Two of the biggest concerns from the audience were whether or not a new ordering and menu management system they would eventually replace the existing support staff and why we are spending thousands of dollars for reviews from Porter and NACUFS and not waiting for the results before we put out the RFP. Sheri stated again that the only position listed in the RFP was the Director position and that the RFP was still a draft.

Violet thanked Sheri Stoll for spending time with us and answering our questions

Meeting adjourned: 12:35 pm