



Classified Staff Council

Draft Meeting Minutes
February 18, 2009
BGSU Main Campus

CALL TO ORDER

Chair Faith Olson called the meeting to order at 10:10 a.m.

ROLL CALL

Members present: Judy Amend, Robin Bruning, Keane Colyer, Tammy Corpe, Kathy Dean, Rob Fleshman, Judy Hagemann, Sharon Hupp, Sub for Laurie Konrad – Cheryl Weber, Bob Mason, Kate Najacht, Faith Olson, Cyndi Patterson, Lori Peugeot, Glenna Rufo, Scott Spaulding, Dee Dee Wentland, Sara Zulch-Smith, Mary Zuzik
Absent: Cheryl Bookenberger, Maria Dandar, Connie Dipuccio, Violet Serrato Guest: Lorrie Sawaie

Chris Sexton, CSC's retiree representative, "Retirement assistance to staff through the Bowling Green State University Retirees Association **Summary: The BGSU Retirees Association has started a group called the "Retirement Information Volunteers." At this time, there are 4 volunteers that will assist BGSU employees through the retirement process by reviewing options, filling out paperwork, and meeting time lines without the expense of going to Columbus. Chris stressed the importance of becoming involved with the organization to help insure existing and future retiree benefits. First year membership is free. Cost of a lifetime membership is \$150.00. At this time, the Association is advocating for a change in the amount of Social Security a retiree from the University may receive while being paid OPERS or STRS benefits. The change would be to receive 100% of earned Social Security benefit and 100% of OPERS/STRS retirement benefits.**

Alaina Kantner, representative for Dance Marathon - **Alaina described the event and how it benefits St. Vincent Mercy Children's Hospital. She explained that there are many ways to get involved and encouraged all of us to do so in some way. Questions can be answered by visiting www.bgdancemarathon.com or 417 BTSU**

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

January minutes were distributed to counsel, everyone that was present at the January meeting was asked to e-mail any corrections to Robin Bruning. If response is not in the majority, the vote will be taken at the March meeting.

TREASURER'S REPORT <http://www.bgsu.edu/organizations/csc>

Motion by– Kathy Dean Seconded – Glenna Rufo to approve treasurer's report submitted by Judy Hagemann, motion passed. Judy stated that although there has been a universal financial investment downturn, CSC's scholarship fund, endowed many years ago, is in good shape. The Foundation will not release the available dollars for next year's awards until April 1, 2009.

CSC Action Items & Updates

1. A replacement is needed for Teresa Coss, who recently became an Administrative Staff employee.
2. Violet Serrato will represent classified staff employees on the Provost's Search Committee

Chair/Chair-Elect Report – The following reports can be found on the CSC web site under Resources and then click on CSC Officers/Exec Team Meeting Notes 2008-09: <http://www.bgsu.edu/organizations/csc>

- Meetings with HR – notes by Violet Serrato – No meeting with HR in February 2008
Note: HR will be providing the following services in a 3-prong program
 1. Resumes, cover letters, interviewing, job search techniques
 2. Financial management
 3. Dealing with stress in difficult times

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>)

Classified Staff Issues:

1. Political Reform Proposal – turning this over to OSCHE – from Lorrie Sawaie – The proposal was brought before our State organization, OSCHE, which meets quarterly. Because OSCHE's parliamentarian resigned due to the loss of his job at OSU, a new one was appointed from OSU. One of the duties of the parliamentarian is OSCHE's liaison to Chancellor Fingerhut, the Ohio Board of Regents and would be the link to Senator Gardner as well. Because of the transition period between the two parliamentarians, the review process for the Political Reform Proposal will be slow. All emails on this topic have been forwarded to Tim Howard, president of OSCHE. CSC will be informed of any movement on this issue. Lorrie has requested that all OSCHE universities provide information on their policies. We are moving forward with this but have nothing new to report yet. Lorrie gave a brief overview of what was discussed at the Winter OSCHE meeting.
2. Catastrophic Leave Bank Proposal – Faculty Senate Officers will be discussing this with Dr. Cartwright on Monday.
3. Severe Weather Policy Implementation - received handout explain policy – <http://www.bgsu.edu/organizations/csc>
4. Layoff – Ogg Library is still open and will be for the rest of the semester. All classified staff who worked shifts at Ogg Science Library work at Jerome Library and simply took shifts at the Science Library. A Secretary 2 position in Legal Studies was eliminated. The classified staff employees was placed in Aerospace Studies
5. Further discussion on layoff procedures - There is no additional information on upcoming lay-offs. There was a discussion regarding bumping. Reminder - bumping can occur across campus. Bumping will occur first within classification and second within series. The retention point report is divided by series.
6. CSC leadership will meet with Dr. Cartwright on March 18, 2009. Potential topics are indicated below:
 1. Layoffs – how CSC is being proactive
 2. HR Survey conducted by CSC
 3. Suggestions on spousal rule – less than 55 years old and insurance
 4. Topics/questions are requested from CSC and all classified staff

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- April 16, 2009. Golf Outing – each CSC representative is asked to support this effort by obtaining one donation. Donations should be delivered to Diane.
- HWI – Dee Dee Wentland- Discussed the change in spousal health insurance coverage if spouse is less than 55 when BGSU employee retires. The question was asked if the University would consider covering all or part of the spouse's insurance costs until he/she is eligible for State coverage. This would allow the employee to retire and provide the University with salary savings. It was also asked if a husband and wife are both employed by the university and the spouse, with the primary insurance coverage is laid-off, can that be switched to the spouse that is still employed. The answer is yes and enrollment can occur during the year if there is a significant change in status. It was mentioned that allowing the staff to use the Health center may be a way to reduce insurance costs. Dee Dee will take these questions back to the HWI committee and Faith will pose them to Human Resources.

OSCHE update – Lorrie Sawaie – Lorrie's term is expiring, a discussion followed in regards to filling the seat. More information will be sent to Classified Staff Council representatives.

Union Advisory Board Committee update – Robin Bruning handed out minutes from February's meeting.

CSC Initiatives:

Note: In an email from Jennifer Nyiri on 1/29/09, she suggested that CSC be proactive by providing BGSU classified co-workers who may be displaced with information that would benefit them in difficult times. She followed up with some web sites. Copies of the information found on these web sites are being copied and will be shared with our constituents and Dr. Cartwright.

CSC Executive team members also suggested that there is a Wood County program called "No Wrong Door" that has information that would be helpful. Copies of the information flyer about this program have been requested and should be available to CSC representatives as well as our co-workers. The persons that were contacted about the "No Wrong Door" program provided the following additional information. The Department of Job and Family Services of Wood County has a Job Solutions Program under the direction of Mary DeWitt. This program will help any entity (public and/or private) who is downsizing, with information centered on the topic, "The Next Step," to those who are displaced. Faith has informed Marsha Serio of this program, because she felt any request for such services should come from Human Resources. Marsha Serio will follow-up. It was suggested that we invite Mary DeWitt to speak at a CSC meeting.

Good of the Order

Robin Bruning and Cheryl Weber briefly described the preliminary results of the NACUFS review of dining services. Their overall impression of the management team and operations was very positive.

CSC Reports: These can be viewed on the CSC web site under Resources titled CSC Committee Reports 2008-09:
<http://www.bgsu.edu/organizations/csc>

- Vacancy and reclassification reports
- OMBUDS Report
- Retention Point Report
- SNAP survey results
- CSC Survey on the services of HR to classified staff

Meeting adjourned – Faith Olson – 12:20 pm