



Classified Staff Council

Meeting Minutes
March 18, 2009
BGSU Main Campus

CALL TO ORDER

Chair Faith Olson called the meeting to order at 10:00 a.m.

ROLL CALL

Members present: Judy Amend, Robin Bruning, Diane Colyer, Tammy Corpe, Marie Dandar, Kathy Dean, Connie Dippuccio, Rob Fleshman, Judy Hagemann, James Hjortsberg, Sub for Laurie Konrad – Cheryl Weber, Bob Mason, Faith Olson, Cyndi Patterson, Sub for Glenna Rufo – Betty DeSilvio, Violet Serrato, Scott Spaulding, Dee Dee Wentland, Sara Zulch-Smith, Mary Zuzik Absent: Kate Najacht Guest: Karen Donaldson

A motion was put forth by Judy Amend to approve James Hjortsberg to replace Teresa Coss for the remainder of her term. Seconded By Scott Spaulding Motion passed

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

Motion to approve January Minutes – Judy Haggmann Seconded by Mary Zuzik and DeeDee Wentland Motion passed

Motion to approve February Minutes – Kathy Dean Seconded by Cyndi Patterson Motion passed

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

Judy stated that she is checking into an unidentified \$325.00 encumbrance. Contributions to the scholarship fund typically add to the fund's endowment because of the down market, she suggested that donors to the scholarship fund designate their gift to the spendable side of the fund.

Motion to approve Treasurer's report – Violet Serrato Seconded by Connie Dippuccio motion passed

CSC Action Items & Updates

1. Karen Donaldson, Scholarship Committee – **Karen presented two proposals to the Counsel for consideration:**

Proposal 1 Requesting that the net proceeds from the 2008 Golf outing of \$2110.33 be placed into the spendable earnings of the Scholarship Foundation account.

Proposal 2 Requesting that the future proceeds from the Sponseler Ride and the Gold Outing be placed into the spendable earnings of the Foundation account.

A motion was set forth to approve Proposal one with an annual review and to approve Proposal two with the approval of the Sponseler Ride Group by DeeDee Wentland and Judy Amend Seconded by Faith Olson

2. Faith Olson will serve on the Enrollment Management Team
3. Catastrophic Leave Bank Proposal – small changes are being worked out.
Vote should come to the Board of Trustees in April 2009
4. Owens going to 4-day work week – how does CSC feel about this?
5. Additional ombuds representatives – ASC using volunteer retirees

- **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>
- **HR Meeting – March 16, 2009**

Notes by Faith Olson

1. **Questions about layoff of classified staff employees**

- **Status of List of Questions and Answers for Separated Employees** – Marsha stated that she did not incorporate all the requests for answers to specific questions that were submitted because some of them are explained at the meeting of employees who are involved in a job change or lay-off. One that was incorporated was the question was about continuing of health benefits if the spouse of the laid-off employee works for BGSU. Individual employees are asked to contact the Benefits Department for clarification of their situation.

NOTE: Component of the question above: if a classified staff employee is laid-off and his/her spouse is also employed full-time at BGSU and is enrolled in the health care plan, the health insurance coverage could be changed because the layoff would constitute a qualifying event.

The lists of questions and answers are available upon request from Marsha Serrio.

- **Layoff vs. separation – please clarify definitions** - Layoff – remains on a recall list for one year. Separation – could be permanent if an employee retires or resigns. Or, if an employee goes on disability retirement or military call-up, he/she can return to BGSU if the return date is within three years of the disability retirement or military call-up.
- **Retention point accumulation for those in layoff status and those in separation status due to military call-up or disability retirement.** Those on military call-up or disability retirement may return to BGSU employment within three years. They not only retain all their initial retention points, but receive all the retention points they would have earned had they remained in an active pay status during their temporary separation from BGSU.
- **What prevents laid-off employees from getting unemployment benefits?** Declining a job offer.

NOTE from 3/18/09 CSC Meeting: The following information was shared during the CSC meeting. Declining a like job while moving into layoff or while on layoff could impact an individual's unemployment benefit. But there may be exceptions.

One that was mentioned by an individual in the audience explained the following situation. An individual could refuse a job offer if it were greatly varied from the job they lost i.e., if an individual was making \$50 per hour and is offered a job at \$7.00 per hour, the job could be declined without affecting the unemployment benefits.

However, **the following caution is given** because of the number of layoffs that are occurring throughout the area there may be some changes to the rules. If a BGSU employee is offered employment at \$7.00/hour and he/she made \$50/hour at BGSU, verify the status of unemployment benefits with an unemployment specialist at the Department of Job and Family Services. A requirement may be that the job that is offered must be taken and the difference between the hourly rate and the unemployment

benefit would be made up through the Unemployment Office. Becoming informed on the rules before a choice has to be made will save a lot of headaches.

- **Tuition benefit to those being laid-off. Number of credit hours allowed? Time limit? Family benefit?**
Tuition benefit for family and laid-off employee will be for 3 semesters. Family benefit includes full-time enrollment. Although employees have been restricted on the number of hours they could take during a three-semester time frame, Becca believes if an employee is laid-off and wanted to enroll full-time that the hour limitation would be lifted.

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>)

Good of the Order

Faith talked about her concern for families that may be displaced and suggested bringing items to the awards ceremony, a discussion followed.

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 – 11:57 am