



CALL TO ORDER

Chair Violet Serrato called the meeting to order at 10:00 a.m.

ROLL CALL

Attendees: Judy Amend, Terry Carver, Tami Corpe, Diane Colyer, Tamara Corpe, Maria Dandar, Jim Hjortsberg, Karen Hobson, Sharon Hupp, Linda Leimgruber for Teri Gentry, Nancy McQuillen, Faith Olson, Violet Serrato, Scott Spaulding, Lorrie Sawaie, Karen Schwab, Dee Dee Wentland.

Absent: Cheryl Bookenger, Robin Bruning, Judy Hagemann, Bob Mason, Glenna Rufo, Nancy Vanderlugt, and Mary Zuzik.

APPROVAL OF MINUTES

June minutes were approved by Faith Olson with corrections and seconded by Lorrie Sawaie. In the absence of Robin Bruning the July 2009 minutes will be approved in September.

TREASURER'S REPORT

No Report, Judy Hagemann was not able to attend.

CSC ACTION ITEMS - UPDATES

Proposal for the modification of the three-year stipulation during replacement: Jim Hjortsberg reported that the second shift custodial staff is not in favor of this change. In a recent divisional meeting with VP Stoll she explained that unless enrollment increases we will see additional cuts in 2010. The employees feel scared about someone replacing them.

Faith Olsen explained that the reason the letter was written is because of the recent cuts. The person with the least retention points feels threatened and has no place to move. A group discussion was held about the process. Should a time limit been added to this letter? Reminder that everyone bumps within your series and afterwards your retention points move with you to the new position.

Jim Hjortsberg made a motion for a cap of five years to be added to the letter prior to moving it forward. Classified Staff passed the motion, Scott Spaulding opposed, and Faith Olson abstained.

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 2009-10 (only the highlights are noted in the notes: <http://www.bgsu.edu/organizations/csc>).

a. Meetings with HR – September 14, 2009

- 1. Is there any truth to the rumor that some top administrators have/will be getting bonuses/pay raises?**
- 2. What is the procedure for classified job reclassification from start to finish?**

3. **Is the University considering closing, besides the usual observed holidays, anytime between Christmas break and New Year's break?**
4. **Is there any discussion under consideration for employee benefits to be cut in any way?**
5. **Concerning the article in the Toledo Blade on September 1st about changes in the state pension systems: Can anyone explain these proposed changes and if/when they will be voted on? The changes in the article are listed below.**
 - **Increase employee and employer contributions.**
 - **Increase the minimum retirement age. (Does this mean no longer 30 and out?)**
 - **Increase the number of years used to calculate the final average salary from 3 to 5.**
 - **Eliminate, reduce, or delay annual cost-of-living adjustments**
 - **Eliminate the lump sum death benefit. (Does this mean that surviving family members would not receive the money we put into the system?)**
6. **Are employees who are sick being encouraged to use vacation time rather than sick leave? If so, why is this being encouraged?**
7. **Feedback from CSC on letter to supervisors permitting classified staff to participate in meetings and/or committees.**

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>

- a. **Professional Development Committee** - Faith would like to add the best practices speakers for future meeting to the charge for this committee. Judy Amend made a motion to add personal development activities and training to the charge for this committee and Dee Dee Wentland seconded and motion passed.
- b. **Health Wellness and Insurance** – Dee Dee explained the two plans of insurance. Open enrollment dates forthcoming.
- c. **Leave bank enrollment** is open through this Friday.

Supervisors of Classified Staff Council members and officers will receive a memo from Human Resources

Classified Staff is asking for the support of the Administration for all Classified Staff to be allowed to attend all Classified Staff Council meetings and participate in CSC activities. Human Resources would not add the CSC policy to the memo being drafted. Faith Olson would like the policy added to the HR memo. A group discussion about the session was held. Chair Violet Serrato forwarded the policy to HR after the July meeting. HR said that some classified staff abuse the time away from the office. During the discussion, the following conclusion was offered: anyone abusing their time away from their job because of CSC activities should be dealt with on a one-on-one basis. Violet stated that CSC has a right to shared governance.

Is a letter sent to Administrative Staff Council? The group asked that Violet discuss this at these next Tri-Chairs.

The CSC Officers will draft something to discuss at the upcoming President's Meeting.

Co-Chair

Violet will not be asking for a co-chair this year, but she does not feel that having a co chair makes the chair weak. She believes it may make more individuals come forward in the future as chair elect. Terry Carver explained that more help would be helpful. Faith Olson feels that the officers should provide this support. If someone wants the additional experience they should run for co-chair, treasurer, secretary. The co-chair would be a support staff person for the chair position.

The example of Administrative Staff was given – two individuals that work together to be included in all activities that the chair is invited to. Violet put a motion forward to allow any Chair to ask for a chair elect from council as support staff if needed. The funds would be split between the two individuals. Dee Dee seconded the motion.

Ombus

Stacie Enriquez is requesting a change in the wording of the charge for the Ombud person. After a group discussion, Faith made a motion to remove and/or mediator from the first item under Essential Duties and Responsibilities. Remove the last paragraph “The position will be re-evaluated with the input of the ombudsperson at the end of the first term, January 31, 2007. Change the fifth bullet to present. Tami Corpe seconded. Motion passed.

Helping Hands Program

Faith explained that the initiative is working well. Administrative Staff started to participate July 1, 2009. Nine contain points on campus. Out of the six families displaced or laid off three individuals are back to work on campus. Ten to twelve individuals are still in need.

Dining Services Welcome

At the Dining Welcome this morning Mike from Chartwell told staff that they may become a Chartwell employee if they so desire. Karen Hobson from Dining spoke about other concerns and Faith suggested that any questions be sent via email.

Email from Sheri Stoll – layoff

Dee Dee asked if we could have her back to CSC Meeting to discuss the budget updates. Violet explained when she attends we will have questions presented prior to the meeting and we will stay on task.

Goals for 2009-2010

Both Scott Spaulding and Jim Hjsortberg agreed that a Night Town Hall Meeting once a year for second – third shift custodial would be fine.

Round table

Could someone talk with Parking Services to get permission for all Classified Staff Council members to park at the Union for free when attending the monthly meetings? Judy Amend will contact Parking Services about this request.

Jim Hjorstberg explained that the recent Facilities Services Picnic was great. It provided some much needed team building.

OSCHE dates – October 23 Wright State, January 22, 29 Columbus State Community College, April 16 Lorraine Community College, June 17-18 Bowling Green State University.

University of Toledo is standardizing vacation dates for all employees. Each employee will receive 22 vacation days per year.

Political Reform – committee is still working with Randy Gardner.

Meeting adjourned—Violet Serrato 12:08pm