

Administrative Staff Council (ASC)
Meeting Minutes
Thursday, November 5, 2015
201 Bowen-Thompson Student Union

In Attendance: Jessica Belcher, Jacey Brooks, Jessica Brunzman, Eric Bucks, Eve Crandall, Beth Detwiler, Donna Dick, Rhonda Dicke, Judy Donald (BGUSRA), Kim Fleshman, Leslie Galan, Janet Garber (CSC), Krishna Han, Chet Hesson, Jason Januszewicz, Trinity Jeter, Jeremy Joseph (Chair), Margo Kammeyer, Michael Keane, Steve Letzring, Emily Monago (Past Chair), Steve Overholt, Brett Pogan, Heidi Popovitch (Treasurer), Abby Priehs, Dawn Swain, Jessica Turos (Ombuds), Jennifer Twu, Robin Veitch, Tony Wagener and Mary Beth Zachary.

Substitutes: Sally Dreier for Connie Molnar, Lois Serfozo for Susan Sadoff, Jacob Haun for Claire Semer

Absent: Sheila Brown, Brigitte Green-Churchwell, Mary Ellen Kellow, Rebecca Lyons, Shannon Martineau, Cynthia Roberts, Susan Stearns, Cindy Valentine, Chris Wammes

Call to Order: Jeremy Joseph, Chair of ASC, called the meeting to order at 1:30pm.

Guest Speaker: United Way Campaign, 2 handouts, explained importance of donations, 2-1-1, Hancock, Henry, Lucas, and Wood counties and how the donations can be specific to your choice of organization that is represented through the United Way.

Chair's Report: HR Meeting: The question about if you teach a course as an Administrative Staff employee, do you get compensated for it? The answer truly depends. It is on a case-by-case basis. The scope of the job, the JAQ, the position, the number of credit hours and more will come into consideration.

Plan A concerns that it will be phased out. This is a rumor. If the Cadillac Tax goes away we can keep Plan A. The cost can go up depending on insurance cost.

The Bonus Policy and the Consensual Amorous Relationship Policy are currently undergoing final review. The Federal Overtime Definitions are changing. It was \$26,000 for the limit. The government is looking at anywhere from \$40,000 to \$50,440 to be eligible for overtime. If \$50,440 is the limit, we have 232 Administrative Staff that would be affected. HR is currently meeting with the CFO about the various options. This will go into effect sometime between Feb. 16 and April 16, 2015.

CFO Meeting: About the Bookstore, they are looking at two (2) RFPs from vendors. Unsure if they will accept either one. Renovations for the staircase and 2nd floor of the bookstore will start in March 2016. The Career Center and Student Employment will move into the 2nd floor.

Accenture Report: Committees on the Academic side are still active. So far the most savings is 1.72 million on "span of control". We had a 3.75 ratio of manager to supervisor. We now have a 4.26 ratio. Another savings is \$190,000 on computer labs. Check this url <http://www.bgsu.edu/finance-and-administration/bgsu-opportunity-assessment/accenture-report.html> for the most current updates.

Tri Chairs Meeting: Smoke Free Policy and Amorous Relationship Policy are both being discussed in Faculty Senate.

Comprehensive Presidential Assessment: This will happen on Monday, November 9, 2015. ASC has six (6) executive members attending. We have 45 minutes with the outside consultant.

Discussion: When will Aflac appointments start? Good job to HR about getting the word out about the dates when open enrollment is in effect. Also, kudos to HR for giving us Christmas Eve off instead of Monday the

28th. We have a vacancy for Secretary of ASC. We are accepting nominations until 5pm, Friday, November 6, 2015.

Treasurer's Report: No report

Secretary's Report: No report

Committee Reports:

Amendments & Policies: have met and reviewing documentation

Awards & Recognitions: Excepting Spirit of BG Nominations. Spring Reception will be 4/19/16 3:30 to 5:00pm in the BTSU Ballroom side A.

Elections & Orientation: No report

Outreach & Activities: First get together for this year is Friday, November 6, 2015 at Sunset Bistro starting at 5pm.

Marketing & communications: No report

Personnel Welfare & Compensation: No report

Professional Development: Committee has been communicating electronically. Four (4) applications for Professional Development for fall were awarded. Dawn Chong \$500, Deborah Hendricks \$400, Travis Sheaffer \$500 and Trinity Jeter \$400. Spring applications are due 1/9/16.

Student Scholarships: Scholarship 50/50 Raffle going on. Contact Kim Fleshman, Susan Sadoff or Trinity Jeter for tickets. 1 for \$1, 6 for \$5, 15 for \$10. Donations to the student scholarship fund will be accepted also.

Liason Reports:

Classified Staff Council: Sent out a survey about the smoking policy. Will have results next week.

Faculty Senate Representative: Chair Allen Rogel gave remarks. President Mazey was unable to attend Faculty Senate and Provost Rogers on her behalf thanked everyone for a successful Preview Day. The comprehensive campaign to raise dollars is making excellent progress. Provost Rogers discussed. Revitalizing the array of academic programs, reimagining teaching, and reinvigorating research at BGSU. Sheri Stoll, Vice President for Finance and Administration presented before the Faculty Senate the updated FY 2016 Budget. The Senate voted on the following:

Honorary Degree: Howard Aldrich: Nomination passed: 56 for, 0 against, 1 abstained.

MS Forensics Science: Program approved: 58 for, 0 against, 1 abstained.

BA in Biology: Program approved: 52 for, 4 against, 1 abstained.

BS Allied Health: Program approved: 56 for, 0 against, 1 abstained.

Senate Resolution: Clean Air Policy: After a lengthy discussion, resolution approved: 27 for, 23 against, 6 Abstained.

Retiree Association: Membership is down. ASC is offering to put it on their website to help advertise.

Ombuds Update: Three meetings.

ASC Historian: No report

University Committee Reports:

Intercollegiate Athletics Advisory: Jeremy Joseph is our representative on this committee. The Athletic Director talked about the Athletics budget. Future topics of conversation will include Falcon Club and ticket sales-what they are and how to improve both.

Old Business: None

New Business: None

Good of the Order: Krishna H.- November is Native American Heritage Month, also passed around a flyer for various upcoming inclusion events. Robin V.-Men's and Women's basketball this weekend. Hockey is also home this weekend. Jeremy J.-The R Drive has been updated for current ASC members to have access. Leslie G.-Relay for Life at BGSU November 13th-14th in the Field House. Lois S. for Susan S.-passed around the Diversity & Inclusion flyer from BGSU Dining Services.

Adjournment: Leslie Galan made a motion to adjourn. Michael Keane seconded the motion. The meeting ended at 2:47pm.