

Administrative Staff Council (ASC)
Meeting Minutes
Thursday, June 7, 2018
201 Bowen-Thompson Student Union

In Attendance: Gregory Boo, Kalee Carlton, Dawn Chong, Jordan Cravens, Jamie Daughton, Beth Detwiler (Chair), Gabe Dunbar, Tony Fox, Emily Gattozzi, Teri Gentry, Todd Glick, Sophia Jackson, Jeremy Joseph, Rebecca Lyons, Brett Pogan, Heidi Popovitch (Treasurer), Thomas Rapier, Lindy Smith, Jaime Spradlin, Susan Stearns, Danijela Tomic, Jennifer Twu, Cindy Valentine, Robin Veitch, Chris Wammes, Judy Donald (BGSURA), Jessica Turos (Ombuds)

Substitutes: Mark Fox for William Burns, Keith Hofacker for Leslie Galán, Adam Petrea for Margo Kammeyer (Chair Elect), Lona Leck for Kristin Peiffer

Absent: Jessica Belcher (Secretary), Jacey Brooks, Sheila Brown, Thomas Daniels, Kerry Gonzalez, Brigitte Green-Churchwell, Jacob Haun, Chet Hesson, Steve Letzring, Ryan Miller, Karla Leady (CSC)

Guests: Jason Dunn, Andrea Boehme, Jacquie Nelson, Emily Barnes-Hanna, Sean Brigadier, Cordula Mora, Maite Hail, Angela Seifert

Call to Order: Beth Detwiler, Chair of ASC, called the meeting to order at 1:30 PM.

Guest Speaker: There was no guest speaker for today's meeting.

Chair's Report:

Board of Trustees Meeting May 4

- Board of Trustee Scholarship was awarded to 5 current students
- Promotion and Tenure recommendations approved
- Approval of Bachelor of Technical and Applied Studies
- Approval of Master of Health Services Administration
- Approval of Master of Science in Data Science
- Approval of Doctor of Philosophy in Data Science
- Approval of Doctorate in Organization Development and Change
- Approval of expansion of Ground lease for development of aviation facilities at wood county airport - program has expanded dramatically since we partnered with North Star
- Approval of Cedar Fair Joint Use Agreement
- Approval of Perrysburg Heights Joint Use Agreement - Ohio House bill 529 - approved funding for academic programs for perrysburg community
- Approval of Wood County Committee on Aging Joint Use - House bill 529 - funded millions to enhance community members programs
- Approval of Delegation of Authority to Administer University Retirement Plans - Ohio Department of Retirement has selected new plans - we are now picking the plans we want to offer - They have requested we finalize our new retirement plans -
- Approval of Fiscal Year 2019 Out-of-Cycle Special Course Fees - Approval of Fiscal Year 2019 Falcon Tuition Guarantee and Out-of-State Surcharge – Undergraduate and Graduate - Falcon Tuition Guarantee in 5.9% increase on first year students and 6% sur charge on out of state.
- Approval of Namings for the Robert W. and Patricia A. Maurer Center
- Approval of Naming of the Schmidthorst Heritage Hall

Hearing of the Public – Opportunity for guests to address the council: None.

Discussion:

- Suggest we get a template for how a request should look when we bring candidates to campus for interviews. The requests get returned frequently because they are not completed up-to-par.
- Suggest the ASC agenda be sent to all Administrative Staff prior to the ASC meetings to encourage more guest attendance. Agenda should also include directions on how to participate remotely.
- How are the minutes distributed, and who are they sent to?

Treasurer’s Report: Four \$1000 scholarships were given out to deserving students. Bills are being reconciled, and professional development awards are being distributed.

Secretary’s Report: Minutes from the May meeting were sent out on May 7. The May minutes were approved 1st by Heidi Popovitch and 2nd by Rebecca Lyons. The motion passed.

Committee Reports:

Amendments & Policies:

- Voting on amendments will occur later in the meeting.

Awards & Recognitions:

- Thank you to Jacob Haun for a wonderful job leading this committee and producing the awards reception. For next year, we highly encourage more nominations for awards.
- Jordan Cravens: Perhaps publicize that the awards have a monetary component to help entice more nominations.

Outreach & Activities:

- No report.

Personnel Welfare & Compensation:

- No report.

Professional Development:

- No report.

Student Scholarships:

- No report.

Liaison Reports:

Classified Staff Council:

- No report.

Faculty Senate Representative:

- No report.

Retiree Association:

- This was Judy’s last meeting. Thank you for the experience! Not sure who will be here next year.

Ombuds Update:

- No cases received this summer.

ASC Historian:

- All committees need to send items to Lindy for archiving.

University Committee Reports:

- No reports.

Old Business: 2nd reading of ASC Bylaws Article 2 Amendments

- Motion to spell-out CUPA to College and University Professional Association by Rebecca Lyons, 2nd by Dawn Chong. No discussion. The motion passed unanimously by verbal vote.
- Motion to approve the Bylaws Article 2 Amendments, as amended, by Rebecca Lyons, 2nd by Kalee Carlton. The motion passed unanimously by written ballot (28 for, 0 against, 0 abstain).

New Business:

- No new business.

Upcoming Dates:

- Next ASC Meeting – September 6, 2018

Good of the Order:

- Thank you to Beth Detwiler for a wonderful year as Chair.
- Thanks for lunch.
- Teenage/Tweenage children are invited this summer to the BGSU Music Library and Bill Schurk Sound Archives for the Record Listening Club, happening during the afternoons of June 22, July 6, and July 27.
- June 30 is the last day to make donations to the campus campaign.

Adjournment: Heidi Popovitch made a motion to adjourn. Rebecca Lyons seconded the motion. The meeting adjourned at 2:10 PM.