

Administrative Staff Council 2009/2010

Minutes: April 1, 2010

Guest

Dr. Kenneth Borland

Co-Chair's Report

Fee Waiver Policy

Severe Weather Policy

Employee Assistance Program – new provider

Chair Elect's Report

Connie Molnar has agreed to be Co-chair!

Treasurer's Report

Secretary's Report

Committees

Old Business

New Business

Co-Chair Sara Zulch-Smith called the meeting to order.

Introduction of Subs: Lois Serfozo for Adam Bohland

Guest: Dr. Kenneth Borland, Senior Vice President for Academic Affairs and Provost

Dr. Borland met with the Administrative Staff Council to review the following subject areas: CUE update (particularly how it relates to administrative staff)

1. Update on the reconfiguration of colleges/academic units and anticipated time line

Cue is moving forward. Open forums were held last month for everyone. Over 200 people attended. A white paper presentation will be given at the next faculty senate meeting. Cue is assembling responses from the forums and faculty senate to move toward a more concrete picture of what the curriculum will look like. It could be as long as 3 years before everything is implemented.

2. Status of the Centers of Excellence and how that might impact our reconfiguration process

- a. **Reconfiguration.** A month ago I met with the Deans individually to go over their proposals for recommended changes. Some of the changes are being implemented. Colleges are doing different things that make sense to fulfill their needs. The Employment Separation Program is playing a part in the recommendations. Deans are presenting on the budget next week. Some reorganization is beginning but there is still a lot of work to be done in the colleges. In the short run, it may mean vacant positions until we can build up resources.
- b. **Centers of Excellence.** Two of the five centers are approved which are Environment & Sustainability and Health & Wellness Across the Life Span. We are treating the five as if they are all approved. We have asked for one-time funding to get them started so they can begin to generate their own revenue. A marketing staff is needed and offices on some level will be necessary to get the centers off to a good start.

3. How faculty lines from the employee separation program will be redistributed

Deans have just about figured out how they want to use the open lines. It is possible lines could be moved. Those decisions will follow the student enrollment. Economy now isn't as bad as next biennium which will be worse as far as SSI. We may talk about program elimination over the next year or so. Faculty lines won't be filled this Fall as there is no time for a search. The money will be used for instructors where needed.

4. Update on how administrative positions are being reorganized/refilled/left vacant following the ESP

In Academic Affairs, some positions will be re-filled and some re-defined or re-located. We don't yet know how many, if any, will be approved to be re-filled. We need to realize cost savings over a long period of time to avoid furloughs, layoffs, etc. All monies will be swept into a common pool for the first year and distributed as needed to colleges to cover expenses.

5. Status of the Diversity Network

My responsibility is to get this network up and running. We are getting ready to have a second meeting before the end of the semester. We are asking for base funding for the group. Funds are used for multicultural purposes and we need to look to see how productive that is. Is everyone able to be successful here? We are just getting started and intend to involve the entire campus and community.

6. Your top 3-5 priorities for BGSU in the next 5 years

I have been here 7 ½ months and there are still things I am learning every day. I have learned a lot so far about what is on the minds of the faculty and their concerns. Research support is minimal and we need to have more. We should have more undergraduate students doing research. We also need to develop graduate education, work more with the community and businesses, and start focusing on retention next year.

Co-Chairs Report

Fee Waiver Policy. Changes to the fee waiver policy are going to the Board in May or June. Employees will be able to take as many as 16 semester hours as opposed to the current 15 semester hours and dependents of employees will not have to wait 3 years prior to receiving the

benefit. Faculty Senate will have their own policy separate from the Staff policy at least for the short term.

Severe Weather Policy. One more committee is expected to complete and finalize the new policy.

Employee Assistance Program. Impact Solutions will be providing these services effective May 1, 2010. The company does not yet have a local facility but is expected to soon.

Ombuds training. Two people are still needed for Ombuds Training. It is a 3-year commitment. For more information on Ombuds, go to <http://www.bgsu.edu/organizations/asc/page44328.html>.

Chair-Elect Report:

Connie Molnarhas agreed to be Co-Chair for the 2010/2011 fiscal year.

Classified Staff Report. Concerns about classified staff positions being converted to administrative staff positions were expressed at their last meeting. They also discussed eliminating the yearly CSC golf outing and considering other fund raising opportunities.

Chair Elect or Co-Chairs Electstill needed for the 2010/2011 fiscal year.

Committee Reports

Personnel and Welfare: PWC met to discuss various materials found from years past as requested by ASC on behalf of Administrative Staff for the salary & compensation meeting. We are still seeking SpotLight submissions. Go to our website to download a form and talk about an Administrative Staff member that you want to recognize.

Old Business

None to report.

New Business

None to report.

Motion to adjourn by Heidi Popvitch. Seconded by Beverly Stearns.

Respectfully submitted by,

Sherry Orwick Ogden

Secretary