

Minutes: October 1, 2009

Members Present:

Daria	Blachowski-Dreyer
Nora	Cassidy
Kelly	Cusack
Jodi	Devine
Donna	Dick
Jason	Dunn
Laura	Emch
Kimberly	Fleshman
Thomas	Gorman
Michael	Hachtel
Barbara	Hoffman
Stephen	Kendall
Sandra	Mencer
Ryan	Miller
Connie	Molnar
Beth	Nagel
Jacqueline	Nathan
Jeffrey	Noftz
Sherri	Orwick Ogden
Steven	Overholt
Tim	Parish
Heidi	Popovitch
Deborah	Rice
Dawn	Shores
Anthony	Short
David	Steen
Kurt	Thomas
Janice	Twork
Jennifer	Twu
Nancy	Vanderlugt
Mary Beth	Zachary
Thomas	Zapiecki
Sara	Zulch-Smith

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

Introduction of Subs: Andrea Depinet for Lisa Ingram; David Raszka for Mitch Miller; Kari Johnson for Beverly Stearns.

Guests

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Mike George – United Way

Please consider contributing to the United Way. With the current economy, there has been an increase in those at poverty level and those that are temporarily out of work. You can give, advocate and/or volunteer. Go to www.unitedwaywoodcounty.org.

Donna Wittwer and Marsha Serio – Human Resources

- Open enrollment is 10/26/09 through 11/20/09. *Everyone* must register and *please do so early*. You will receive email notifications within 48 hours of submitting your enrollment forms. All forms will be online.
- Important things to do:
 - o Register – select plan A or Plan B
 - o Supply names and social security number for spouse and dependents
 - o It is very important to make sure your address is correct in the Self-Service Portal in Peoplesoft. This system will become your address of record.
- Plan A is the current plan. The cost of the plan will increase to \$63/month for the employee; \$181/month for employee and spouse; \$99/month for employee and child; \$205/month for employee and family. The cost will continue to rise until the employee is paying approximately 20% of the premium. Your coverage will remain the same.
- Plan B is the new deductible 80/20 plan. The only co-pay will be for emergency rooms. It will provide enhanced wellness benefits with 100% coverage. Dr. Visits will go toward your deductible. The premium will be \$47/month for the employee; \$143/month for employee and spouse; \$79/month for employee and child; and \$163/month for employee and family. The deductible will be higher than Plan A.

- Determine the plan that best suits your needs by analyzing your previous health costs available online through Medical Mutual.
- The prescriptions, dental, spending accounts plans are not changing.
- A vision plan will now be available. Prices are still being finalized. We are joining forces with Miami University to lock in rates for four years.
- Please watch the HR website for further updates. It is hoped to have a template on the website to help you determine your costs under each plan.

Special Guest: Chairman of the Board Bob Sebo. Mr. Sebo joined the meeting to learn more about Administrative Staff Council and how it operates. Seeing the number of participants and listening to the tasks the council is charged is very helpful in understanding the university system. He stated he wanted to let us know administrative staff and council are very much appreciated and supported.

Approval of the Minutes. The minutes were approved electronically with no revisions.

Co-Chairs Report

- Tony Short has agreed to be this year's ASC Chair Elect!
- The non-renewal policy for administrative staff has been clarified. It includes all years of service to the university, not just years of service as an administrative staff member.
- Human Resources will provide funds to present the Ferrari Award this year. A foundation account to provide permanent funding is in progress.
- There will not be a fall reception this year. The Ferrari Award will be presented at the spring reception. An alternative event for the fall is being discussed.
- Albert Colom will speak at our next meeting on November 5, 2009.

Treasurer's report:

- The expense form will be accessible on the ASC website in fillable pdf format.

Chair-Elect Report: no report.

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Secretary's Report:

- All Administrative Staff should have received an email from their ASC representative along with a copy of the minutes from the September ASC meeting.
- New hires and transfers will be assigned representatives and contacted.

Committee Reports

Amendments : The By-Laws are now on the ASC website.

Awards: A new chair is needed for this committee.

Internal Affairs: no report.

External Affairs: The holiday parade is November 21st. Candy is needed for the parade. You can bring candy to 103 Olscamp or deliver to your ASC representative before the 11/5 meeting. It was suggested we join forces with classified staff to work at the parade. Donna Dick will contact Bob Mason. The committee has found using the BG wiki to connect has been very helpful.

Personnel and Welfare: no report.

Professional Development: Kelly Cusack will serve as chair. The committee will meet in October to outline goals for the upcoming year.

Scholarships: no report.

CSC Report: Helping Hands will have donations scheduled the second week of each month. Items remaining will be donated to other charities. This service has been very helpful to those in need. The CSC had a meeting with the President and inquired about administrative staff stipends and university employee morale.

BGSURA Report: BGSURA is aware of the issues administrative staff are facing. The association has administrative staff's best interests in mind.

Faculty Senate Representative Report:

Chair Shields announced that the Centers of Excellence were submitted during the summer to Chancellor, Eric Fingerhut.

Chair Shields announced CUE (Connecting the Undergraduate Experience) and that is a faculty senate committee charged with investigating & exploring our undergraduate experience at BGSU. Cathi Cardwell and other members of the committee will report to Faculty Senate during monthly meetings.

Chair of the BOT, Robert Sebo spoke to senate as well. He spoke on leadership and discussed three major goals for effective leaders: preparation, presentation & performance.

Dr. Cartwright spoke about SSI (State Share of Instruction). She explained that it decreased but we are not sure how much because OBOR will not convene until October to discuss FY11. Because the formula may change "it makes it difficult to predict for FY11". Dr. Cartwright will update us more about this at the October 15th State of the University Address. Dr. Cartwright then gave validation for the Noel-Levitz consultants. These include purchasing 125,000 names, 20,000 of which are 23 times more likely to enroll than the average student. Looking at financial aid pricing to determine how to create a new data-driven financial aid/scholarship program. Also, Noel-Levitz led faculty & staff in discussions about improving support for enrolled students. This includes Early Alert & Mid-term grades. These are both provided through MyBGSU. Another objective is the creating of the Student Enrollment Communication Center. Finally, Noel-Levitz has provided marketing & communications

research. Our focus in future marketing campaigns will be on our strengths, benefits and points of distinction as a university.

Albert Colom will be at Faculty Senates October meeting and providing an enrollment update.

Provost Kenneth Borland introduced himself and spoke about his leadership. He will sometimes lead alongside and sometimes out front.

GSS President Carl Walling said they will be working on a list of top ten concerns. GSS is giving \$24,000 in professional development monies to grad students for presentations at professional conferences & for support of student research.

USG President Sundeep Mutgi USG will sponsor "The Big Event on Sept. 25th" and have taken on a project to help renovate the library deck.

Retiree Representative, Robert Clark reported they are sponsoring a program on Sept. 26th featuring guest speaker, Tom Walton, retired Toledo Blade editor. Cost \$15.00 per person. Also, retirees are willing to consult with any faculty member nearing retirement. If interested please call the retirees office.

Ohio Faculty Council-Keith Bernhard is now an official group that reports to the Chancellor. They start meeting Sept. 11th and will meet monthly.

IRS Regulations on Deferred Pay-Rebecca Ferguson, CHRO and Sherideen Stoll, CFO reported on changes for deferred pay. This will faculty on 9 month contracts but being paid over 12 months. It is considered nonqualified deferred compensation. Therefore, the IRS can impose heavier taxes on this status if the faculty member makes over a certain amount in deferred compensation as set by the IRS. This will affect 72 faculty. Faculty Welfare Committee will be working on this issue.

On November 17th & March 23rd there will be Faculty Senate Forums taking place.

Old Business

See Co-chair's report on the fall reception and chair-elect.

New Business

- Administrative staff are needed to serve on a salary sub-committee. Information will be emailed to representatives and then forwarded to all constituents.
- Nora Cassidy will serve as an ASC representative on the leave bank committee.

Good of the Order

- Don't forget to get your flu shots. H1N1 shots will hopefully be available mid-October.
- WBGU has produced shows with the College of Music, National Parks, and provides video on the big board for the football game -- all by WBGU students and staff.
- Art Gallery- upcoming exhibitions: The Poetic Dialogue; Contemporary India; Words and Pictures
- Thank you Tony Short for volunteering to serve as Chair Elect.
- Thank you Rebecca Ferguson for offering to fund the Ferrari Award.
- Join the Jerome Rollers at the Homecoming Parade!
- The Falcon Film Festival is in February but submissions will begin mid-October.
- Thank you executive committee for resolving the non-renewal policy terms.
- BGSU is collaborating with other universities and the state to promote cost savings and it is receiving media attention.

The next meeting is in room 308 BTSU on November 5th. Albert Colom will be the guest speaker.

Heidi Popovitch motioned to adjourn. Seconded by Mike Hachtel.

Respectfully submitted by,

Sherri Orwick Ogden

Secretary