

Minutes of Administrative Staff Council Meeting February, 2002

Call to order: Chair John Clark called the meeting to order at 1:40.

Members Present: Linda Bakkum, Amelie Brogden, , John Clark, Wayne Colvin, Tina Coulter, Jim Dachik, , Sally Dreier, Laura Emch, Deborah Fleitz, Brady Gaskins, Tony Howard, Sally Johnson, Sandra Miesmer, Jane Myers, Keith Pogan, Diane Smith, Phyllis Short, Jack Taylor, Barbara Waddell ,Mary Beth Zachary, Robert Zhang

Members who sent substitutes: Paul Lopez for Mike Fitzpatrick, Robert Cramer for Thad Long, Mary Lou Stradtman for Sandra DiCarlo, Laura Waggoner for Sue Lau, Jane Myers for Robin Veitch.

Absent: Ann Betts, Nora Cassidy, Carl Dettmer, David Garcia, Kay Gudehus, Pamella Phillips, Tom Scavo.

Corrections to Minutes: None

Approval of Minutes: Sandy Miesmer moved, Mary Beth Zachary seconded, and the minutes were approved.

Guest Report: David Bryan - BGSU Board of Trustee Chair.

David Bryan began his presentation by explaining the make-up of the board and what he perceived to be its role. The Board of Trustees should not micro manage or serve as a rubber stamp. If there are problems, the Board needs to be more involved. When the University is running smoothly the Board should serve in a monitoring position. The Board of Trustees does not manage the University. It is involved in broad decision making in areas such as hiring/firing the President, overseeing the financial picture.

While reviewing the audits and budgets the Board members needed to ask questions, get information, test the information and be informed about the direction of the University. It was important that they understood the process.

Chair Bryan outlined what he perceived that BGSU needed in a President when Dr. Ribeau was hired. He believed that BGSU needed a better spirit of collegiality on campus. He feels that Dr. Ribeau has provided leadership. During his tenure learning communities were established, Springboard began, and values initiatives were established. A major strength of Dr. Ribeau has been his ability to articulate a vision and a mission.

One of the biggest weaknesses he has seen has been that the Trustees were not able to understand the financial information because of the reporting process. This problem has been addressed and changed. Internal controls have also been a weakness. This area is starting to improve with the internal auditor looking at the internal controls.

When asked about market based compensation for faculty and administration Chair Bryan said it is important to know what people's perceptions are. We are better off than we were in 1999. We now have a compensation plan with objective measurable goals. In order to improve faculty compensation a plan needs to be in place. The Board of Trustees can think

this is a top priority but without a plan in place of how this will be achieved it is just a resolution.

Chair Bryan faults the State of Ohio for not putting higher education as a priority.

Chair Bryan noted that there is a perception that retention and recruitment in the area of Administrative Staff is weak. He indicated that it depended upon what area and age group one was looking at. He perceives large retention and recruitment problems in the area of ITS.

Asked about a compensation plan for administrative staff, Chair Bryan said we are making strides but are not there yet. He further stated that it is a responsibility to see that administrative staff members are paid appropriately. If we underpay, we lose the best and cannot move toward becoming the 'Premiere Learning Community'.

Mary Beth Zachary pointed out that time spent with the Board of Trustees broadens one's perspective giving a more global picture of the University.

Deborah Fleitz asked Chair Bryan if the Board of Trustees had considered the impact on morale when they decided to give Dr. Ribeau a 19% raise in the face of a financial crunch. He indicated that they didn't consider the morale and were surprised by the negative responses. He felt that this was in the best interest of the University. An unintended consequence of this decision has been that the Board has become more aware of the Faculty and Administrative staff compensation plans. Chair Bryan believes that the President has the most effect on how a university progresses. The decision for the 19% raise was entirely the decision of the Board of Trustees. He stated that it is not in the best interest of the University to underpay the president. Dr. Ribeau can communicate education better than any other can. Legislatures think very highly of Dr. Ribeau. With his salary increase Dr. Ribeau will be in the top tier of MAC schools.

Chair Report: John Clark announced that general announcements have been posted to the list proc under the header of Marketing and Communications. He will meet with Linda Dobb to see if she can make information more generally known.

Updated Appendix G on the web site.

Michelle Claussen and Human Resources will be at the March ASC meeting.

Chair Elect Report: None

Secretary's Report: Notice has been sent to the Monitor asking for self- nominations. Letters will be forthcoming.

Jim Dachik will replace Tom Scavo as Chair of the Amendments committee.

Committee Reports:

Amendments: Jim Dachik is working with the committee via e-mail. He should have something to report at the next meeting.

External Affairs: No report

Awards and Special Recognition: No report

Internal Affairs: Sandy Miesmer stated that the handbook has been finished and is ready to be distributed.

Personnel Welfare: None

Professional Development: Amelie Brogden said that funds are still available.

Salary: None

Scholarship: Sandy Miesmer indicated that raffle sales were going well. The application has been revised.

Old Business: John Clark stated that the past chair would be the representative to Faculty Senate. No decision has yet been made as to how the representative should be selected for Classified Staff Council.

Laura Emch said that The Policy on Violence would be going to the constituent groups. It is not much different than before.

Mary Beth Zachary informed council that the Policy on Violence had been proposed to the Faculty Senate. Some of their issues were concern about infringement on academic freedom and what would be considered as a violent act. Faculty Senate voted down the policy. They recommended that the phrase ' emotional acts of violence' be removed.

New Business: None

Good of the Order:

Laura Emch announced that Financial Aid was having a scholarship bake sale on February 14.

Mary Beth Zachary indicated that Faculty Senate moved to give ASC/CSC voting membership. An amendment has been proposed.

Barbara Waddell invited all to Voices of Africa with Dr. William Julius for Diversity Day Saturday February 9 from 12-6 p.m. Entertainment and refreshments available.

Mary Lou Stradtman said that enrollment at Firelands is up sixty-six students.

Keith Pogan moved and Tina Coulter seconded to adjourn the meeting. The meeting was adjourned at 3:10 p.m.

Respectfully Submitted,
Diane Smith
Secretary