

Minutes of Administrative Staff Council Meeting June 7, 2001

Call to order: The meeting was called to order at 1:30 by Chair, Mary Beth Zachary

Members Present: Ann Betts, John Clark, Sandra DiCarlo, Laura Emch, Deborah Fleitz, David Garcia, Kay Gudehus, Tony Howard, Thad Long, Sandra Miesmer, Jane B. Myers, Pamella Phillips, Mary Lynn Pozniak, Anne Saviers, Diane Smith, Nancy Vanderlugt, Robin Veitch, Mary Beth Zachary

Guests: New representatives Amelie Brodgen, Tina Coulter, Jim Dachik, Carl Dettmer, Mike Fitzpatrick, Sally Johnson, Sue Lau, Phyllis Short, Clarence Terry

Members who sent substitutes: Tim Heff for Susan Sadoff, James Jackson for Sidney Childs,

Absent: Linda Bakkum, William Blair, Pat Booth, Nora Cassidy, Claudia Clark, Wayne Colvin, Sally Dreier, Keith Hofacker, Paul Lopez, Penny Nemitz, Keith Pogan, Tom Scavo, Jack Taylor, Barbara Waddell

Approval of Minutes: Anne Saviers moved, Sandra Miesmer seconded, and the minutes were approved as distributed.

Chair Report:

Mary Beth Zachary highlighted handouts that she distributed. The handouts were the minutes from the May 23 meeting with Scott Cook from Mercer ([Appendix A](#)), a copy of the administrative staff salary recommendation memo that was sent to Dr. Ribeau ([Appendix B](#)), and the proposed goals for Administrative Staff Council for 2001-2002 ([Appendix C](#)).

Zachary also reported on the University budgetary situation. Salary savings from the selective hiring freeze will be used for raises. Positions that are critical to the mission of the University are exempt from the freeze.

Zachary thanked the ASC representatives who are completing their terms on Council and gave all who were present a certificate of appreciation. The departing members are Keith Hofacker (Academic Support), Penny Nemitz (Firelands), Colby Blair (Athletics/Sports Activities), Sidney Childs (Student Support), Claudia Clark (Student Support), Anne Saviers (Student Support), Paul Lopez (Technology and Past Chair), and Nancy Vanderlugt (Academic Departments).

Chair-Elect Report:

No report

Secretary's Report:

Mary Lynn Pozniak gave an update on elections, distributed a list of ASC Representatives and Executive Committee members for next year, and distributed the schedule of upcoming council meetings.

Committee Reports:

The committee chairs or their representatives presented their final reports for the year. The chairs of the committees are listed and the reports are included as appendices to the minutes as indicated below:

Amendments: [Appendix D](#), Keith Hofacker

Awards and Special Recognitions: [Appendix E](#), Tony Howard

External Affairs: [Appendix F](#), Thad Long

Internal Affairs: [Appendix G](#), Anne Saviers

Personnel/Welfare: [Appendix H](#), Laura Emch

Professional Development: [Appendix I](#), Ann Betts

Salary: [Appendix J](#), David Garcia

Scholarship: [Appendix K](#), Sandra Miesmer

Old Business: none

New Business:

- There was a request that Administrative Staff Council be involved in an ice cream social in connection with the fall welcome programming. This request was forwarded to the External Affairs Committee for consideration.
- Faculty Senate asked for an administrative staff member to be a member of the Alternative Transportation Issues Committee. Lee Norden, Library, will serve on the committee.

- There was some discussion regarding the possibility of moving or canceling the January ASC meeting as it occurs so close to the beginning of the month. This issue was referred to the Executive Committee for consideration.

Good of the Order:

- John Clark announced that the governor signed the budget. The budget is not as bad as it might have been because of our enrollment growth and a budgetary increase of 1.8%. The hiring freeze may be softened a great deal. Tuition caps were revoked across the state. There will be a 9% increase at BGSU. Of this amount, 6% tuition and 3% general fee to pay down on the infrastructure and Union projects.
- Ann Betts reported that the fire school is finished and thanked everyone for their patience. Most fire fighters stayed on campus. The University received a year round charter from the Department of Public Safety. Classes will now be held at various times throughout the year and there will not be as large a group in the summer. Betts also announced that Bill Balzer is the new Dean of Continuing Education.,
- Amelie Brogden reported that Boys State will begin on Saturday and that Mercer will be one way as the participants arrive.
- Jane Myers announced that the Athletic Department auction tickets were sold out and the event raised in excess of \$100,000.
- Kay Gudehus expressed concern regarding the budgetary situation.
- Jim Dachik announced that the Huron Playhouse opens on July 3. The schedule of performances can be found on the Theater Department website.
- Tina Coulter reported that the Student Financial Aid Office has received many calls from concerned parents regarding tuition increases and the fact that there is less scholarship money available from BGSU than from other universities.
- Sandy Miesmer reported that the Bursar's Office has been receiving calls inquiring about room costs. They have not yet been set. Also, tuition costs may be different in fall and

spring semesters. Spring tuition may be higher due to costs related to the Student Union.

- Sandra DiCarlo stated that Firelands was sad to lose Dr. Balzer. He was well liked. Firelands now has a new dean - Dr. Smith.
- Nancy Vanderlugt reported regarding the leave committee. The committee has twelve members and one issue they are addressing is the FMLA effect on spouses. Currently married couples that are both administrative staff at the University share 12 weeks of FMLA leave.
- Mike Fitzpatrick shared that the WBGU mini fund drive is underway. He encouraged all to become members.
- Anne Saviers stated that she enjoyed working with Mary Beth Zachary and that she looks forward to John Clark's lead.
- David Garcia reported that Gary Swegan is now the Director of Admissions. He thanked everyone who helped with recruiting for this coming fall 2001 students.

David Garcia moved and Deborah Fleitz seconded to adjourn the meeting. The meeting was adjourned at 2:38 p.m.

Respectfully submitted,
Mary Lynn Pozniak
Secretary