

Minutes of Administrative Staff Council
June 5, 2003

Call to Order

Robin Veitch called the meeting to order at 1:35.

Members Present

Ann Betts, Amelie Brogden, John Clark, Tina Coulter, Jim Dachik, Carl Dettmer, Deb Fleitz, Dave Garcia, Brady Gaskins, Susan Kozal, Sue Lau, Lona Leck, Joe Luthman, Sandy Miesmer, Emily Monago, Tom Scavo, Karen Schwab, Phyllis Short, Robin Veitch, Robert Zhang, Celeste Robertson, Steve Kendall, Rob Cramer

Member Substitutes

Jie Wu for Robert Zhang.

Absent

Nora Cassidy, Wayne Colvin, Dave Crooks, Sandy DiCarlo, Laura Emch, Mike Fitzpatrick, Terry Herman, Sally Johnson, Deborah Knigga, Barbara Waddell

Approval of Minutes

Sue Lau moved for approval of the May minutes with the comment that the chair's May report will have to be inserted. Sandy Miesmer seconded. The motion was approved.

Introduction of New Members

Robin welcomed the new members attending the meeting; Celeste Robertson, Rob Cramer and Steve Kendall.

Chair's Report

Robin thanked the members who worked and attended the spring reception.

She indicated the Dr. Dobb will be forwarding a letter on the University's Amorous relationship policy some time during fall semester. She also indicated to Robin that the paperless contracts will not be implemented until sometime next year.

HR has reported the employment database is up and running so we will be able to get statistics on

new hires and pay ranges soon.

Sexual harassment training will be on the web in the future.

Committee chairs were reminded to forward their year end reports to Robin.

Vice Chair's Report: None

Secretary's Report

The Executive council members for 2003-2004 are Robert Zhang, Terry Herman, Penny Neimitz, Jim Dachik, Dave Crooks, Amelie Brogden and Mike Fitzpatrick.

Committee Reports:

Amendments: None

Awards and Special Recognition:

Deb Fleitz stated that the Spirit of BG award was given to Dawn Burks from the College of Education and Human Development. They will be accepting applications for the Ferrari Award until June 23.

External Affairs: None

Internal Affairs: None

Personnel Welfare: None

Professional Development: Amelie Brogden stated that \$6000 was given out in professional development grants this year.

Salary: Dave stated that the Trustee meeting is June 27. Salary decisions will be made at that meeting.

Scholarship: None

Faculty Senate: None

Classified Staff: None

Old Business:

Elections: Representatives were reminded to see Robin or Joe if any one was interested in helping with the duties of the secretary.

New Business

Sign- up sheets were passed around so representatives could select committees for the next year.

Members broke down into small discussion groups to define and submit suggested goals for ASC next year.

Adjournment

Ron Skulas made a motion. Dave Garcia seconded. The meeting was adjourned at 3:00 p.m.