

Administrative Staff Council 2007-2008

Meeting Minutes

June 5, 2008

Members present: Daria Blachowski-Dreyer, Nora Cassidy, Jodi Devine, Judy Donald, Laura Emch, Kim Fleshman, Chris Haar, Judy Hageman (CSC rep.), Barbara Keller (BGSU Retirees Association rep) Steve Kendall, Denise Kisabeth, Susan A. Macias, Sandy Mencer, Connie Molnar, Mitch Miller, Beth Nagel, Sherri Orwick Ogden, Deborah Rice, Beverly Stearns, Kurt Thomas, Jennifer Kevin Work, Mary Beth Zachary, Briar Wintersteen, Tom Zapiecki, Sara Zulch-Smith

Co-Chair Steve Kendall called the meeting to order.

Introduction of Subs: Jon McDermott for Nancy Vanderlugt

Introduction of newly elected representatives: Heidi Popovitch, Jason Gross, Adam Bohland, Carrie Rathsack, Dave Steen, Tony Short, Jennifer Twu, Steve Overholt,, Brett Pogan, Michael Hachtel

Approval of May minutes: Motion made to adopt minutes as amended made by Kevin Work, 2nd by Denise Kisabeth. All approved.

Co- chairs report: Sherri Stoll unavailable until September

Need committees to have chairs submit reports for annual year end report to secretary, Sherri Orwick-Ogden, before July ASC meeting.

Met with Dr. Dobb, enrollment progress is continuing to try to hit the numbers, it will relate to the budget activities.

Compensation proposal update: it is unlikely there will be another meeting before the Board of Trustees meets. Final proposal has been submitted. Original proposal with bullet points was put into a document form for the Board. Thanks to Mark Anderson and Kim Fleshman for their assistance in getting required document on the record.

Budget: Still sorting through some concerns regarding our budget. There was one correction made regarding the Ferrari Award; Linda Gray and Denise Kisabeth found out that money was taken out of ASC budget for the Ferrari Award. However there is money set aside in Human Resources for this award. It's important to be as open as possible with our budget information. ASC will be asking for codification of a treasurer. Numbers are still being hammered out and there will be a final report. This should be out at the beginning of August.

Secretary's Report:Announcement of newly elected ASC representatives.

Technology: Carrie Rathsack, Tony Short, Dave Steen, Tim Parrish

Academic Support: Lori Beemon, Heidi Popovitch

Institutional Support: Brett Pogan, Steve Overholt, Mike Hachtel, Adam Bohland

Student Support: Sheila Brown, Jason Dunn, Laura Emch, Jason Gross, Barb Hoffman, Susan A. Macias, Marlene Reynolds, Jennifer Twu

Athletics: Mary Beth Zachary

Chair-Elect: Sara Zulch-Smith

Secretary: Sherri Orwick-Ogden

Ballots will be out shortly for the University Standing Committees.

Treasurer's Report, Denise Kisabeth: It is important to have any committees that have any bills out there to submit them. It is also important to track expenses, that way we can establish a budget. Some expenses that are incurred, may not be the responsibility of just one committee. We would like to get the chairs of all the committees together to establish a budget, it will then be approved by this council.

Committee Reports:

Awards and Special Recognition, Nora Cassidy: Just gave out our monthly spirit award.

It was decided to write a resolution for Clarence Terry, who just recently passed away, He was nominated for the Ferrari Award.

PWC: under discussion was an equal raise for everyone or a flat \$1500 if the amount allotted was less than 3%

Other compensation issues include carrying vacation days from 352-440 days like classified.

Increase personal days from 3 days to 5 days.

Extended contracts for people with more than 3 years.

Professional Development: The ASC budget issue is still pending.

Change Group- Kevin Work, had an all day meeting in mid-May. A concern is what does it mean now that President Sidney Ribeau is leaving. The Provost is expressing support for the change group. Kevin talked about engagement, and how the campus will be involved.

CSC, Judy Hageman: Tomorrow is our golf outing.

BGSU Retirees Association, Barbara Keller: expressed concern on how “administrative staff feel about faculty receiving a higher percentage increase and higher percentage for merit. ...BGSU did that at one time and the end result was poor morale.”

Old Business: Further discussion on the ability to evaluate our supervisors, or some ability to evaluate departments. Judy Hageman, said in discussions Dr. Baugher has fully supported the reverse evaluation. The next step is how do we move forward with this.

Do we need to make a joint resolution? It is not an easy thing to accomplish, but how do we go about it. We might be in a stronger position if work with CSC. If the faculty are already doing this, it may also strengthen our position.

It was discussed to look at other models, for example the library. They use their data for developmental purposes, and their information is kept for one year. The evaluations can be signed or not. The library also has evaluations by colleagues.

It was additionally discussed that the evaluations be used for professional development, and to avoid divisive tactics and rules. This may require some training, to avoid liability. Other business models, may be the Kraft 360 models.

New business:

Discussion opened on how do we recognize Dr. Sidney Ribeau. It was decided to work in conjunction with CSC and it would need to be accomplished in short time as he will be leaving in less than 90 days. Ideas brought up, included a bench, a resolution, a move to rename Chapman Community at Kohl Hall into the Ribeau Learning Community. It was decided that Sandy Mencer and Jim Beaverson work with CSC on the resolution.

Good of the order

Mary Beth Zachary made a motion to adjourn the meeting. The motion was seconded by Laura Emch.

Respectfully submitted by,

Susan A. Macias, Secretary ASC