

Administrative Staff Council 2006 – 2007

Minutes: March 1, 2007

207 BTSU

Call to Order: Chair Stephen Kendall called the meeting to order at precisely 1:38 pm

Members Present: Nora Cassidy, Laura Emch, Kim Fleshman, Dermot Forde, Chris Haar, Tim Hoepf, Sheila Irving, Ann Jenks, Ron Knopf, Steve Kendall, Denise Kisabeth, Lona Leck, Paul Lopez, Deb McLean, Connie Molnar, Penny Nemitz, Diane Regan, Deborah Rice, Ann Saviers, Rachel Schaeffer, Kurt Thomas, Barbara Waddell, Nancy Posey CSC

Members Absent: Debra Beach, Dave Crooks, Michael Ginsburg, Paul Hofmann, Susan Macias, Beth Nagel, Sherri Orwick Ogden, Celeste Robertson, Bonnie Towe

Member Substitutes: Colleen Coughlin for Mary Beth Zachary. Ken McIntyre Jr. for Jim Beaverson.

Approval of Minutes: Rachel Schaeffer made a motion to approve the February minutes. Denise Kisabeth seconded it. The motion was approved.

Chairs Report:

President's Advisory Council 02/14/07:

- Cancelled due to weather

Human Resources Meeting 02/13/07 & 02/27/07:

- Discussed workman's compensation clarification
- Four non-renewals for March 1 at this point
- Discussed cost management for medical benefits

Ad Hoc Committee on State Budget 02/26/07:

- Budget announcement from Governor Strickland on March 15, 2007
- State House Falcons Breakfast on March 14, 2007

Executive Vice President Committee 02/28/07:

- Compensation meeting will be scheduled after the Governor's budget announcement March 15
  - o State budget must be finalized June 30
- Development of language regarding an administrative staff employment "appeals" – type process similar to faculty and classified staff should be developed among amendment lines

Chair Elect Report: No Report

Secretary: No Report

Committee Reports:

A.) Amendments: No Report

B.) Awards and Special Recognitions: Ten Zuni Owls have been purchased thanks to the efforts of Rebecca Ferguson and Marsha Serio. January Spirit Award winner was Adrea Spoon. She is an Admissions Counselor for the Office of Admissions. A picture can be found on the ASC web site. The February winner will be chosen at our March 12th meeting. The BG Best award deadline is March 9th. Reminder notices have been sent. It is also on the University Calendar.

C.) External Affairs: Working on fundraising for Dance Marathon. Looking at asking each Administrative Staff member to donate \$1.00 per person.

E.) Internal Affairs: Working on the call for nominations forms.

F.) Personnel Welfare/Salary: PWC met twice since our last Council meeting. We focused on the President's compensation Committee Spring Meeting Goals. Reviewed spreadsheet that identifies dollars needed to bring staff to their mid-point after five years in their position. The document will need more work. Began review of the non-compensation conciliation policy and how it has changed from what was originally a grievance process.

G.) Professional Development: No Report

H.) Scholarship: The ASC Scholarship Committee held the raffle drawing 02/27/07. Winners will be listed on the website by Friday, March 2. We will also contact winners to inform them of how they will be receiving their prizes. We took in \$2294! Thanks to all who participated! Students are currently completing applications for ASC Scholarships. The application deadline is March 16. We plan to complete the interview/selection process by the end of April.

I.) Faculty Senate: Met on 2/6/07. Dr. Paul Schauer (BGSU Ethics Officer) was a guest. He answered questions about his role. They elected Dr. Pat Pauken to succeed Dr. Julie Barnes as Vice Chair, tabled Non-Tenure Track Faculty Proposal, and approved a resolution in opposition to the "Declaration Regarding Material Assistance/Non-assistance to a Terrorist Organization" state law.

J.) Classified Staff: No Report

K.) Holiday Closing Committee: No Report

L.) Bookstore Advisory Committee: No Report

Guest: Michael Wilcox-Chair, Board of Trustees

- Question 1: Ohio Core high school curriculum revisions include elimination of the need for a foreign language, which is a BGSU admissions requirement. Additionally, remedial and developmental education will be focused at two-year colleges, which could seriously impact BG's requirement of incoming freshmen. How do you think BGSU should respond to these changes?

- o Answer: (info from Mark Gromko) There should be no change. Remedial courses below the state limit. Language was never a requirement in Ohio, just two electives.

- Question 2: Over the last year Dr. Ribeau has mentioned upcoming reorganization. Would you give us your insight as to what is on the horizon in light of retirements/moves of key University executives?

- o Answer: The institution runs like a business. CFO position is a potential predecessor of Dr. Ribeau. Three or four people here are potential possibilities for the position. We need a strong provost like we had with Mick Ferrari. Dr. Ribeau ideally should have 3 positions that directly report to him; Executive V.P., Chief Operations Officer, and Chief Financial Officer. Keep in mind the average length of a college president is 4.5 years. Dr. Ribeau is going into his 12th year. We are happy with him and we

hope he will stay. Things changed between Paul Krebs who was Athletic Director and now Greg Christopher is Athletic Director. Greg reports to Dr. Whipple and to Dr. Ribeau.

- Question 3: Where do you/the Board stand regarding BGSU's informal policy of by-invitation hiring? Examples of this include finding positions on campus for the spouse of a sought after dean, faculty member or administrator. Is this practice in line with the ethics of justice and fairness, values we want to impart to our students?

- o Answer: You do what you have to do to fill a position. To get Paul Krebs, we hired Marjorie Krebs. She did a wonderful job and had prior experience. Another example is Urban Meyer's wife, Shelly. Also, we hired Dr. Ribeau's wife, Paula should have been an up front hire. She too had prior experience and has been doing an excellent job. I was unaware of the term "by-invitation" hiring. Both examples serve the university well. This is practiced in the outside world too.

- Question 4: We have heard that state cuts to the Success Challenge Grant program may result in layoffs. Will the University provide the staff of the affected programs 1) lead time to seek other employment; and/or 2) proactive assistance in finding positions elsewhere on campus?

- o Answer: "I don't know about cuts and lay offs but am always willing to help employees."

- Question 5: Forty percent of General Fee monies are allocated to Athletics. How does the University evaluate its investment of General Fee dollars and maximize return on the investment of student fees to benefit students and institutional excellence?

- o Answer: ICA funding is a debate. We have cut from 22 sports to 18. Title 9 impacts these monies. When on TV and winning in football for example, we have more people applying for going to school here. Success in Athletics makes success for the number of students enrolled. We currently are near the bottom in funding with aging facilities.

- Question 6: Administrative Staff are the most vulnerable of the constituent groups with year-to-year contracts. Classified Staff are in civil service positions and faculty can be tenured. Isn't there some mechanism that could give Administrative Staff equal consideration as valued employees?

- o Answer: All Administrative staff are valued employees. They are recognized as leaders. The average of six to eight Administrative Staff get let go per year. That is the same amount as faculty. Faculty gets tenure after six years of grueling scrutiny.

- Diane Regan explained the question was geared towards their being no appeal process and that we are looking for a procedure of fairness. Administrative Staff are looking for access to a procedure.

- Wilcox: "I will take that back and put it in the mixing bowl. I would be interested in the past 5 years how many that were non-renewed appealed and how many appeals overturned the matter. It would be good to get some data on that. I will research access to an appeal process."

- Question 7: Is there a possibility the UT/MUO merger could be broadened to include BGSU, and if so, would you be in favor of it?

- o Answer: Not in favor of a UT/MUO merger. MCO should not have become a separate entity in the first place. Their problems are due to leadership. The benefits of the merger with UT are still to be seen. BGSU is organized and can have debates but looks for "ours" not "mine". 80% of our budget is people. A merger would cause huge culture clashes.

- Question 8: What is the timeframe for the bond funding on the next major building projects for BGSU?

- o Answer: The Wolfe Center is next. Voting to hire an architect in three weeks. We need other

buildings done. For example, tours are told not to take people through University Hall. There is a possible convocation center or could keep Anderson Arena and knock out the north wall. Anderson would cost around 25 to 30 million renovate. A new convocation center would be around 40 million. Have to watch bond funding. Can't float 30 year bond from one building to help pay for the next building. People were upset about the \$50,000,000 for the super net project but now we are glad that we did it. We need to attract donors for improvements and new buildings such as a new convocation center. It would be better for graduations so that parents don't have to watch from closed circuit TV in Olscamp. We are also way behind with the math and science buildings and the wish list goes on. With the master plan we are talking about a new entrance to the campus and a new exit off of I-75.

\*All answers are paraphrased unless in quotes.

Old Business: None

New Business: Starting planning for Spring Reception. Date 4/3/07 in 202 BTSU. Ombuds information needs forwarded through amendment process. Appendices to handbook need made. We will vote via e-mail due to the length of time this meeting took and due to the number of people that had to leave. Diane Regan made the motion to vote virtually. Ann Jenks seconded the motion. Votes will be sent to Kim Fleshman and accepted until 5pm on Friday, March 15, 2007. The proposal is on Blackboard. Thanks to Connie Molnar for posting it.

Good of the Order: Dance Marathon-all of Administrative Staff is asked to give \$1.00.

Next Meeting: Next meeting will be April 5, 2007 at 1:30 p.m. in 207 BTSU

Adjournment: The meeting adjourned at 3:22p.m.

Submitted by: Kim Fleshman, ASC Secretary