

Minutes of Administrative Staff Council Meeting October 2, 1997

Members Present: Jerry Ameling, Shelley Appelbaum, Craig Bedra, Deb Boyce, Scot Bressler, Deb Burris, Carmen Castro-Rivera, Judy Donald, James Elsasser, Mike Failor, Tom Glick, Pat Green, Linda Hamilton, John Hartung, Deborah Knigga, Sandy LaGro, Paul Lopez, Joan Morgan, Sue Perkins, Jan Peterson, Cindy Puffer, Jan Ruffner, Jane Schimpf, Bev Stearns, Kurt Thomas, Bob Waddle, Laura Waggoner, Reva Walker, Betty Ward, Matt Webb, Deb Wells, Duane Whitmire, Calvin Williams, Paul Yon

Members Absent: Who Sent Substitutes: Pat Booth for Sally Blair, Sally Dreier for Joyce Blinn, Ron Gargasz for Sharon Hanna, Anita Knauss for Joyce Kepke, Gale Swanka for Dawn Mays, Michael Fitzpatrick for Dianne Cherry, Sue Witschi for Jodi Webb.

Members Absent: Penny Dean, Ken Frisch, Jahi Gye'Nyame, Elayne Jacoby, Randy Julian, Inge Klopping, Rebecca McOmer, Gene Palmer, Bonita Sanders-Bembry, Tim Smith.

Guests: Sue Kashuba, *Monitor*

Call to Order: The meeting was called to order at 1:35 p.m. by Chair, Duane Whitmire.

Approval of Minutes: Pat Green moved, Joan Morgan seconded that the minutes be approved as distributed.

Guest Speaker: Duane announced that the scheduled speakers, Del Latta and Mike Marsh were unable to attend due to the Board of Trustee meetings. They will be guest speakers for the December meeting.

Chair Report:

Duane thanked Sue Kashuba and Darla Warnock for the Monitor and BG News coverage that ASC has been receiving. Duane passed out the ASC Chair Report. He wanted to set the record straight regarding the article in the BG News that recently appeared concerning the ASC goals. The goals have not been set but will be discussed later in this meeting. Tom Glick, recipient of this year's Ferrari Award, will be sharing his thoughts with the Board of Trustees on Friday. On October 30, the Executive committee and committee chairs have been invited to lunch with Dr. Ribeau at his house.

Chair-Elect Report:

Deb shared information from the Enrollment Management meetings that have been occurring. BGSU is not losing academically unprepared students, but losing students during their freshman and sophomore years with a GPA of 3.3 or better.

The student population is not much different from 10 years ago except their learning styles have changed requiring different/new delivery systems to be used. Enrollment and retention is all of our business. She gave a BGSU United Way campaign update - 391 participants pledging \$49,000 (124 of those are new participants) compared to 419 last year.

Secretary Report: Reminder that updated ASC constituent listing is available to pick up at the meeting if not already done so.

Committee Reports:

Amendments: (Bev Stearns, Chair) The committee needs to identify approved amendments that are not included in the handbook. Also, they will be working with other committees working on amendments/handbook changes and propose procedures to ensure included in the handbook.

External Affairs: (Bonita Sanders-Bembry, Chair) - No report.

Awards & Special Recognitions: (Jane Schimpf, Chair) - Meeting October 10. Duane mentioned that the Executive Committee decided to not have a winter reception but to have a reception in the late spring to recognize individuals based upon awards and special recognitions that the committee decides upon.

Internal Affairs: (Jan Peterson/Betty Ward, Co-Chairs) - Committee discussing goals and gathering ideas.

Personnel Welfare: (Pat Green/Inge Klopping, Co-Chairs) - Pat mentioned that talk has taken place regarding the merging of the handbooks. At this time, efforts will be made to use the same language within each of the handbooks referring to the same policies/regulations.

Professional Development: (Dawn Mays, Chair) - The committee has met twice to discuss ideas. They have discussed a mentoring program for new employees as a possibility.

Salary: (Gene Palmer, Chair) - No report.

Scholarship: (Carmen Castro-Rivera, Chair) Carmen reported that Sunday, September 28 16 individuals from main campus worked at Cedar Point donating their earnings (\$640 from Cedar Point and \$640 from the BGSU Alumni Association which equals \$1280 in matching funds) to the ASC Student Scholarship Fund. The annual fund-raising letter will be sent out to Administrative Staff soon which will highlight past recipients. The committee also discussed the possibility of a spring raffle donating services and items from office with a possible grand prize of a reserved parking space.

Old Business:

Jan Peterson distributed a survey regarding teaching compensation that she would like ASC reps to discuss/distribute to their constituents and respond by October 14. Joe Luthman is working on an educational forum regarding collective bargaining issues.

New Business:

Goals were reviewed and discussed. A friendly straw vote was taken to eliminate the word Mercer referred to in the compensation plan. Discussion occurred regarding only voting on the bold items, the bulleted items were suggestions/guidelines to help obtain the goals. Bev Stearns suggested taking out the items in parentheses before approval. Paul Yon moved to accept goals with appropriate revisions, Tom Glick seconded. Motion approved.

Discussion was held on the Internal Communications Liaison that was presented by Jeff Grilliot at the last meeting. Joan Morgan moved, Bev Stearns seconded to approve the appointed position of Internal Communications Liaison. Motion approved.

Discussion began on the issue of flex time. Tom Glick urged council to take entire group into consideration before any policy/decision was made. Judy Donald mentioned that Exec had been discussing this issue during the summer. It was suggested that Duane put information on the listproc for information/discussion. This item will be further discussed at the November meeting.

The meeting adjourned at 2:55 p.m.

Judy Donald
Secretary, ASC

NEXT MEETING

Thursday, NOVEMBER 6, 1997

1:30 P.M. ALUMNI ROOM, UNIVERSITY UNION