

Administrative Staff Council 2006 – 2007
Minutes: September 7, 2006
207 BTSU

Call to Order: Chair Steve Kendall called the meeting to order at 1:33 p.m.

Members Present: Jim Beaverson, Dave Crooks, Kim Fleshman, Laura Emch, Dermote Forde, Michael Ginsburg, Chris Haar, Tim Hoepf, Paul Hofmann, Sheila Irving, Ann Jenks, Steve Kendall, Denise Kisabeth, Lona Leck, Paul Lopez, Deb McLean, Susan Macias, Connie Molnar, Penny Nemitz, Sherri Ogden, Nancy Posey-CSC, Diane Regan, Deborah Rice, Celeste Robertson, Anne Saviers, Rachel Schaeffer, Wendy Schortgen, Kurt Thomas, Bonnie Towe, Barbara Waddell, Mary Beth Zachary

Members Absent: Debra Beach, Jill Carr, Nora Cassidy, Larry Holland, Ron Knopf, Mike McComas, Beth Nagel, Pa'Trice Pettaway Day

Approval of Minutes: Ann Jenks corrected the PWC description. Rachel Schaeffer made a motion to approve the July minutes with corrections. Laura Emch seconded the motion. The motion carried.

Guests: Larry Weiss, Associate Vice President/University Relations and Government Affairs
Larry spoke about the university's budget. He compared tuition fees on the rise to state support going down. Also, Larry discussed the new TEL (Tax Expenditure Limitation). The new version has a no sweep amendment. The expenditure limitation is 3 ½%. The state wants monies to go towards STEMM (Science, Technology, Engineering, Math, Medicine). Larry urged that we all contact our state representative and tell them how concerned we are for the funding of higher education. Do not use a university computer or university e-mail account because we can not represent the university. Only people who are lobbyist like Larry can do this.

Dr. Linda S. Dobb, Executive Vice President spoke about the Health Care Plan. She informed us that there is no re-sign up unless you are holding money back in a tax free account. There will be a slight increase in cost. We are changing life insurance vendors to Sun Life. Also, the One Card will be in place soon. Money will be automatically deducted from our pay check to pay what is charged on the bursar. People Soft training has preview on the student systems next week. Ordering equipment and hiring both will use People Soft so seek training. Also, ASC needs to help define the role of the ombuds person.

Chair's Report:

- 1) Paul Hofmann will serve on the University Planning Committee
- 2) Barbara Waddell will serve on the Parking Advisory committee
- 3) Briar Wintersteen will serve on the Web/Communications Advisory Committee
- 4) Human Resources Meeting 8/15/06
 - a. Medical Benefits-Still looking at cost for 2007
 - b. Life Insurance Vendors

- c. Rewards Policy-would like us to adopt
 - d. Infectious Disease-closing plans
 - e. Ombuds person review
 - f. 403b Plan
 - g. Mercer in the fall- we will meet with them
- 5) Faculty Senate discussion of Bursarables Task Force on 9/12/06
 - 6) Meeting with Dr. Dobb
- a. Rewards Policy
 - b. Role of Ombuds person
 - c. Mercer
 - d. Reasonable Suspicion Protocol-ASC concerns
- 7) Paul Schauer (CBA-Assoc. Prof., Accounting and MIS) named University Ethics Officer
 - 8) Dunbridge Road Project (8/9) Focus groups on 9/12, 13, & 14

Chair Elects Report:

- 1) Reasonable Suspicion Protocol
- a) Existing documents on national level
 - b) Existing document of BGSU

Secretary: No Report

Past Chair: No Report

Committee Reports:

Amendments: No Report

Awards and Special Recognitions: meeting next week to determine Ferrari Winner

External Affairs: Dermote will meet with Naomi to get information

Finance: No Report

Internal Affairs: No Report

Personnel Welfare/Salary: Meeting next week.

Professional Development: No Report

Scholarship: No Report

Faculty Senate Liaison: President Ribeau talked about measuring accountability, the biennial budget, and the higher education compact striving for a collective voice. Enrollment up by 61 people. A by-laws change from the Committee on Professional Affairs, formally admitting one administrative and one classified staff member to the committee with no voting privileges, passed. Faculty is working on their grievance process.

Classified Staff Liaison: No Report

Old Business: Fall Reception-Tuesday, October 3, 2006 from 2:00 p.m. to 4:00 p.m.
Spring reception-Tuesday, April 3, 2007 from 2:00 p.m. to 4:00 p.m.
Rewards Policy-waiting to OK and send on to Dr. Dobb to make it universal. It is located on the CSC web site.

New Business:

Steve Kendall contacted Paul Schauer, new ethics officer and Carl Kogar, facilities to see if they would speak at ASC meetings. Chris Dalton has committed to coming to our May 2007 meeting. Questions arose about the "Conflict of Commitment". Is it a policy? Further investigation on this subject will occur.

Good of the Order: Tim Hoepf-Please be patient with the lines in the Falcons Nest due to new cash register system. Jim Beaverson-100 Million mark in the bldg dreams campaign. Lona Leck- American Association of University Women September Brunch at BG Country Club 9/16/2006 from 10:00 a.m. to 12:00 p.m. Sherry Ogden-looking for feedback for on line bachelors degree completion programs. Kim Fleshman-Tech Fair 11/15/06

Next Meeting: Next meeting will be October 5, 2006 at 1:30 p.m. in 308 BTSU

Adjournment: Connie Molnar moved to adjourn the meeting at 3:00; second by Mary Beth Zachary. Motion carried.

Respectfully submitted
Kim Fleshman, Secretary