

**Administrative Staff Council**  
**Meeting Minutes**  
**Thursday, September 4, 2014**  
[www.bgsu.edu/asc](http://www.bgsu.edu/asc)

**In Attendance:** Abby Priehs, Adam Petrea, Andrea Brock, Cindy Roberts, David Janik, Emily Monago, Eric Bucks, Eve Crandall, Heidi Popovitch, Jacob Clemens, Jason Januszewicz, Jennifer Twu, Jeremy Joseph, Jessica Belcher, Jessica Brunsman, Karen Meyers, Kim Fleshman, Krishna Han, Kurt Thomas, Laura Emch, Lisa Zollars, Mary Beth Zachary, Mary Ellen Kellow, Michael Kudela, Mike Hachtel, Paul Obringer, Ray Plaza, Rhonda Dick, Ryan Miller, Steve Overholt, Tony Wagener.

**Absent:** Anthony Short, Brett Pogan, Brigitte Green-Churchwell, Connie Molnar, Donna Dick, Leslie Galan, Stephen Kendall, Thomas Siebenaler, and Sherri Orwick Ogden.

**Substitutes:** None

**Guests:** Sheri Leatherman

**Call to Order:**

Emily Monago, Chair, called the meeting to order and welcomed the new ASC representatives. Around the table, all representatives introduced themselves and the areas they represent. Newly elected officers were introduced.

**Guest Speaker:**

Dr. Sidney Childs, Assistant Vice President for Student Affairs in the Area of Access, Diversity and Inclusion Programs was introduced as the guest speaker. He spoke about Access, Diversity & Inclusion as a new area within the Division of Student Affairs. Dr. Childs also discussed the organizational structure of this area. He indicated that recommendations which came about as a result of the Call to Action initiative on campus suggested the need to centralize the diversity & inclusion programs on campus for students. This new area speaks to the students' needs. He spoke about the goal of the University related to diversity and inclusion programs. He also explained TRIO houses 4 grant-funded programs, which assist students in completing high school, assist them in entering post-secondary institutions and how they coordinate and work with Admissions for enrollment. These programs help ensure student success, create a welcoming experience and ensure they have access, which helps to connect with the University's overall goals. He then answered questions from representatives about how ASC as a council could support their area. Dr. Childs explained that they look to partner with units/areas across divisions and units and asked council to take note of training opportunities, cultural competencies & awareness that is needed to ensure diversity and inclusion is everyone's goal. A copy of the information he provided is attached.

**Voting:**

**Prior Meeting Minutes** - Mary Beth Zachary motioned to approve the June minutes. Ray Plaza seconded. Vote was unanimous. Motion passed.

**Chair Reports:**

**HR** – Emily reported that the first meeting was scheduled for 9/24 and that Emily and Jeremy (Chair-Elect) would be attending. Questions/discussion would be about filling vacant positions; new staff/raise qualifications; Ombudsman training/options; and clarification of terms on non-renewal contracts. She asked if there were additional questions that should be presented.

**CFO** – 9/26 is the first scheduled meeting and questions would be presented about AROC and date range of information listed on the website. There was limited activity in some of the AROC committees over the summer but several meetings were being scheduled.

**Executive Committee Meeting** – August 19 was the first meeting and questions were submitted for the next meeting to be held on September 9. Update that will be attending the Board of Trustees meeting scheduled for October 3. The Chairs attended the leadership meeting and will be providing additional information and updates.

**Treasurer Report:**

Heidi Popovitch announced ASC is starting out the year with \$1,300. She announced the goal was to build the ASC Recognition fund, #301996 and encouraged everyone considering giving their support.

**Secretary's Report:**

Mary Ellen Kellow provided copies of the new member list, list of committees and their representatives and their goals out for review and asked for any changes, corrections or updates to be forwarded.

**Committee Reports:** Emily asked for all committees to submit their updated goals and announced that a few committees still needed to designate a Chairperson. She asked for submission by September 19.

**Amendments** – Mary Beth Zachary announced that the committee worked hard over the summer to draft new bylaws, update the Charter and that the revisions were linked/updated on the website. She also expressed sincere thanks to Eve Crandall for all of her hard work on the revisions/updates.

**Awards & Recognition** – Paul Obringer announced the committee was meeting next week and their goal was to increase awards to a consistent monthly basis and were encourage as they already had nominations.

**Elections & Orientations** – Abby Priehs announced all members were elected and new members were oriented, and their first meeting was being scheduled.

**Outreach & Activities** – Ryan Miller announced they will continue to build off last year's activities and requested council submit all ideas for events direct to him. New ideas being discussed include networking opportunities, other venues, etc. The first social hour would follow the next ASC meeting in October and to stay tuned to the locations.

**Marketing & Communications** – Ray Plaza announced that the display case in the Union had been updated with new pictures and information from the last reception and was working on updates to the website and their first committee meeting was being scheduled soon.

**Personnel Welfare & Compensation** - Kim Fleshman spoke obo the committee and announced there was no report and they were still identifying their Chair.

**Professional Development** – David Janik announced the first award was made for Fall to a Firelands recipient and the Spring deadline is January 9.

**Student Scholarships** – Eric Bucks spoke obo the committee and announced there was no report and they were still identifying their Chair.

**Liaison Reports:**

**Classified Staff Council** – Deb Lowery, Classified Staff Council Chair for 2014-15, was present and informed ASC on their meeting activity over the summer. She provided updates on their meetings with Human Resources, title/reclassification project with Aon Hewitt, Employee waivers and upcoming changes to insurance coverage.

**Faculty Senate Representative** – Mike Hachtel announced that their first meeting was coming up on September 9.

**BGSU RA** – Judy Donald was present as the new liaison and had no report.

**Homecoming** – Lisa Zollars announced there had not been a meeting for a couple of months.

**Other Reports:**

None

**Old Business:**

None

**New Business:**

None

**Good of the Order:**

Mary Beth Zachary encouraged everyone to visit the 'Not In Our Town' table that was setup at Campus Fest and to attend the meetings.

Jessica Belcher updated everyone about the upcoming Stem in The Park (free) event to be held on September 27 at the Perry Field House.

Michael Kudela announced that he was about to have a new addition to his family and received congratulations!

Karen Meyers informed everyone that the Center for Faculty Excellence was having a Grand Opening on September 17 at 202C University Hall from 2-4pm.

Ryan Miller indicated they wanted to hold the next social hour on October 3, but were considering changing it due to the homecoming parade. It will likely be set for October 2.

Eric Bucks stated that Student Financial Aid is holding 2 workshops for Staff on the topic of "all things financial aid" on October 9 and October 13.

Jeremy encouraged everyone to send students to the Learning Commons for academic support and tutoring.

**Next Meeting:**

The next ASC meeting will be held on Thursday, October 2 at 1:30 in BTSU Room 201.

**Adjournment:**

Heidi Popovitch made a motion to adjourn the meeting. Kim Fleshman seconded. Unanimous vote. Motion Passed. Meeting Adjourned.

Respectfully Submitted,

*/s/ Mary Ellen Kellow*


Mary Ellen Kellow  
Secretary, Administrative Staff Council

Division of Student Affairs BGSU.

*Access, Diversity and Inclusion Programs (ADAI)*

Three areas within this unit with a focus on enhancing the experience of underrepresented students

- Office of Multicultural Affairs
- LGBT Resource Center
- TRIO Programs



**Dr. Sidney R. Childs**  
 Assistant Vice President for Student Affairs  
 Access, Diversity, and Inclusion Programs  
[sidneyc@bgsu.edu](mailto:sidneyc@bgsu.edu)

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Division of Student Affairs BGSU.

*What makes BG Different and/or add Value*

- Students note that services offered through ADAI create a general culture of openness and affirmation
- Personalized attention through the Falcon Watch initiative, Student Support Services and McNair Scholars among others
- Educationally purposeful activities to support students access to college, student success in and outside of the classroom and graduation
- Programs help student to connect with others who are similar and come different backgrounds

B O W L I N G   G R E E N   S T A T E   U N I V E R S I T Y

*ADA/*

**Office of Multicultural Affairs**

- Diversity Peer Educator program
- Diversity Training programs
- Ethnic Student Center

**TRIO Programs**

- Free Tutoring for first-generation students
- Undergraduate Research Opportunity

**LGBT Resource Center**

- INTERSECTIONS (Support Group)
- Gender Awareness Days

