

## **Administrative Staff Council (ASC)**

### **Meeting Minutes**

**September 5, 2019**

**202 Sebo Athletic Center**

**In Attendance:** Adam Arthur, Beth Ash, Andrea Boehme, Stephanie Brinkman, Will Burns, Becky Cogswell, Jordan Cravens, Stephanie Dalmacio, Gabe Dunbar, Teresa Earl, Leslie Galan, Emily Garcia, Emily Gattozzi, Teri Gentry, Maite Hall, Meghan Horn, Sophia Jackson, Taylor Jefferson, Jeremy Joseph, Margo Kammeyer, Lona Leck, Rebecca Lyons, Lucas Miller, Cordula Mora, Jacquie Nelson, Kristin Peiffer, Jenna Pollock, Victor Senn, Sherri Sherrock, Jaime Spradlin, Kari Storm, Jennifer Twu, Lily Young

Deb Lucio (CSC), Laura Arnold (Retirees)

**Substitutes:** Jason Dunn (Terra Cramer)

**Absent:** Todd Glick, Sharon McIntosh, Jennifer Sayre, Travis Sheaffer, Cindy Valentine, Dennis Voss

**Call to Order:** Rebecca Lyons, Chair of ASC, called the meeting to order at 1:35 pm.

#### **Guest Speaker: President Rodney Rogers**

- Focus on the Future Progress (Flyer Attached)
  - Three Imperatives
    - Redefining success for undergraduate students (Priority Initiative #1)
      - With the changing demographic of students of the future, we need to rethink what it means to be successful.
      - The demographic shift effects not only Ohio, but all of the areas that we pull enrollment from as well.
      - We need to be intentional in linking our career and educational paths to allow for student success.
    - Enhance culture to support diversity and belonging (Priority Initiative #7)
      - The world is diverse and we need to prepare our students for working in a diverse work environment.
    - Achieving excellence and efficiency through practices and reconfiguration (Priority Initiative #12 and #14)
      - There is a great change in higher education, not a massive amount of money coming in. We need to be more creative and rethink what we currently do.
  - Upcoming Events
    - State of the University Address – September 11, 2019 at 10:30 in the Lenhart Grand Ballroom BTSU.
    - All Campus Picnic – September 11, 2019 – 11:30 – 1:30 Bowen-Thompson Quadrangle.
    - Homecoming – September 14, 2019
      - Falconland – Explore over 20 featured points of interest.

#### **Chair's Report:**

##### HR Meeting:

- Met with Viva and Sandy Heck. Talked about upcoming ARP changes and invited them to speak regarding insurance and benefit changes.
- Presented Parental Leave Policy and discussed the process from this point forward.

##### Meeting with President Rogers:

- Presented Parental Leave Policy-he had some questions about data and wanted to look at the numbers.
- Talked about Focus on the Future and how we as ASC can assist in that matter.

Tri Chairs Meeting:

- First meeting will be on Sept. 19
- Asked about adding USG and GSS to the meetings

**Hearing of the Public – Opportunity for guests to address the council:** none

**Full ASC Representative Discussion:** - none

**Treasurer’s Report:** 2019-2020 Budget was presented during New Business.

**Secretary’s Report:** A motion to approve the minutes of the June 6, 2019 meeting was made by J. Spradlin and seconded by J. Cravens. Motion carried.

**Committee Reports:**

Amendments & Policies: Andrea Boehme will serve as chair of committee.

Awards & Recognitions: Lona Leck, Cordula Mora, and Jacquie Nelson will serve as tri-chairs of committee.

Outreach & Activities: Meghan Horn and Teri Gentry will serve as co-chairs of committee.

Personnel Welfare & Compensation: Stephanie Brinkman and Sophia Jackson will serve as co-chairs of committee.

Professional Development: Leslie Galan will serve as chair of committee.

Student Scholarships: Maite Hall and Emily Garcia will service as co-chairs of committee.

**Liaison Reports:**

Classified Staff Council: 1<sup>st</sup> CSC meeting will be held on September 18<sup>th</sup>. CSC plans to present new classified staff with a mug and a welcome upon being hired at the University.

Faculty Senate Representative (Margo Kammeyer): next meeting will be in October

Retiree Association (Laura Arnold): Nothing to report at this time. They have not had their first meeting yet.

Ombuds Update (Chris Bullins and Jessica Turos): no report.

ASC Historian (Emily Gattozzi): All ASC historical documents are loaded in Scholarworks.  
(<https://scholarworks.bgsu.edu/asc/>)

**University Committee Reports:**

PACWI: no report

Professional Affairs: no report

CIO: no report

Public Safety Advisory Committee: no report

EEOC: no report

**Old Business:** none.

**New Business:**

- A motion to move the 2019-2020 budget discussion up in the agenda order was made by A. Boehme and seconded by L. Miller. Motion carried.
- 2019-2020 Proposed Budget was presented with changes to the allocated amounts.
- A motion to vote on the budget as presented was made by A. Boehme and seconded by J. Twu.
- Motioned passed per vote.

**Upcoming Dates:**

- Next ASC meeting will be October 3, 2019 BTSU 308 1:30-3:00

**Good of the Order:**

- Black Swamp Arts Festival – September 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup>
- BGSU Homecoming – September 14<sup>th</sup>

**Adjournment:** A. Boehme moved that the meeting be adjourned and was seconded by S. Jackson.