

Administrative Staff Council 2008-2009

Minutes: July 10, 2008

Members Present: Daria Blachowski-Dreyer, Adam Bohland, Nora Cassidy, Jodi Devine, Donna Dick, Judy Donald, Jason Dunn, Kim Fleshman, Chris Haar, Mike Hachtel, Barb Hoffman, Steve Kendall, Denise Kisabeth, Jeanne Langendorfer, Susan Macias, Sandra Mencer, Connie Molnar, Beth Nagel, Jacqueline Nathan, Sherri Orwick-Ogden, Tim Parish, Brett Pogan, Heidi Popovitch, Carrie Rathsack, Marlene Reynolds, Deborah Rice, Tony Short, Beverly Stearns, Dave Steen, Kurt Thomas, Jennifer Twu, Nancy Vanderlugt, Mary Beth Zachary, Tom Zapiecki, Sara Zulch-Smith, Barbara Keller (BGSURA rep), Violet Serrato (CSC rep)

Co-Chair Kim Fleshman called the meeting to order.

Introduction of Subs: John Eggenton for Laura Emch; David Raszka for Mitch Miller; Reggie Shouse for Briar Wintersteen, Lee Floro Thompson for Kevin Work

Introduction of newly elected representatives: Adam Bohland, Jason Dunn, Mike Hachtel, Barb Hoffman, Tim Parish, Brett Pogan, Heidi Popovitch, Carrie Rathsack, Marlene Reynolds, Tony Short, Dave Steen, Jeniffer Twu

Approval of May 1, 2008 Minutes: Motion made to adopt minutes as amended made by Sandra Mencer, 2nd by Judy Donald. All approved.

Co-Chairs Report:

Board of Trustees Meeting 6/25/08

Minutes from the previous meeting were approved

Personnel changes for all three employee groups since the May 2, 2008 meeting were reviewed

Awarded Trustee Professorship to Dr. Linda Dobb

The Faculty Senate Charter amendments (evaluation for promotion and tenure and grievance policies) were reviewed

The Wolfe Center for the Arts was approved

The Arts Center of Excellence was approved – first announced center of excellence

Upgrades approved for Harshman

Budgets for 2008/2009 were approved

A document outlining expected behavior for members of the Board of Trustees codified. The Ohio State University's document was used as a model.

Chancellor's Meeting at UT 6/17/08

The Chancellor highly encouraged people to visit the website www.universitysystem.ohio.gov to see daily changes about the master plan for Ohio's education. There was a panel of people speaking – including Dr. Lloyd Jacobs, President of The University of Toledo; Dr. Christa Adams, President of Owens Community College; James Tuschman, a member of the Ohio Board of Regents and local attorney; Peter Ujvagi, representative of the 47th District in the Ohio House of Representatives; Senator Mark Wagoner; Robert Savage, local entrepreneur and past Board of Trustees member for BGSU and UT; Michael Betz, a recent graduate of UT, and Betsy Yearly, a UT junior majoring in theatre.

The student panelist observed that UT appears to be focusing on STEM sciences and the panel talked about solar energy and other research supported by local businesses, including First Energy. The student emphasized a well rounded education and warned not to forget about the humanities and the importance of those kinds of classes and degrees. She said there is a need to be artistic even if you are in science and math. She mentioned having all of the tools in the toolbox and not just the hammer.

The need to graduate more students and keep the graduates in the state of Ohio was also discussed. The Chancellor's office is telling everyone to focus on their centers of excellence. UT said they have a list of 39 centers of excellence and have not yet been able to limit it to a few. The fact that BGSU already has one approved is a major step in the right direction. The reduction of competition among institutions was also discussed.

Even though BGSU was not represented on the panel, many BGSU employees attended the forum, as noted by EVP Dobb during the comments portion. At the end of the meeting, Dr. Jacobs recognized attendees from other institutions, including Northwest State Community College.

The discussion focused on attracting businesses and industries to the area to increase the tax base and to have the money that is needed to support centers of excellence.

Meeting with Dr. Linda Dobb, Executive Vice President 7/09/08

Dr. Dobb emphasized the importance of our administrative staff representative (Jill Carr, Dean of Students) on the president search committee. She said we need to make sure she is aware of our issues and our role in shared governance so she can communicate that to the candidate and the search committee.

She said we should also speak of our role in shared governance in our upcoming meeting with Dr. Cartwright, the interim BGSU President, on July 30th.

We should note that we have a representative on Faculty Senate, that we advocate for, and ensure the quality of, work life and career for administrative staff.

Cabinet members who are administrative staff include Sherry Stoll, Ed Whipple, and Doug Smith.

We contribute to the university's goals.

Point out what it means to all employee groups to be facing the declining budget

The role we play in implementing the chancellor's mandate of centers of excellence.

We will aid Dr. Cartwright in the interim.

Nothing officially has been announced about Dr. Dobb leaving. Another meeting is scheduled with Dr. Dobb next month. A resolution for Dr. Dobb was discussed and she indicated she does not want ASC to begin working on one at this time.

Chair-Elect Report: Sarah Zulch-Smith will be attending the Classified Staff Council meeting next week at Firelands.

Secretary's Report:

University Standing Committee Election Results

Health, Wellness and Insurance – Bryan Benner

Equal Opportunity Compliance – Laura Emch

Professional Affairs – Kathleen LeRoy

Information Technology – Lona Leck

Treasurer's Report: Denise Kisabeth. We have a small carry over this year but we need to pay back some money that we borrowed last year. Linda Gray is working with us to formulate a budget so that each committee will know how much money they have to spend. We are also working on a new form to track expenses. The expense reporting process will be a little different this year. More details to follow.

Committee Reports: The end-of-the-year committee reports are due to Sherri Orwick Ogden. Two reports have been submitted so far – Personal Welfare and Professional Development.

Awards and Special Recognition. Yvonne Stoner received this month's BG Spirit Award. There will be no awards for July and August. The committee will be meeting again in the next few weeks.

Personal Welfare and Compensation. We revised the memo to Linda Dobb to go to the board. There was one statement that was inaccurate so that was changed. We've been meeting over the summer and formed three working groups. One group is working on the non-compensation conciliation revision. Jodi Devine is the convener for that group. We also created a compensation working group and a handbook working group. We'll be discussing 360° evaluations and are trying to get the joint memo out of HR for flexible scheduling. If there are any other issues that you would like the committee to address, we're open to getting information from administrative staff.

Health, Wellness and Insurance. Open enrollment is going to be electronic this year. Donna is going to have informational sessions on insurance and open enrollment.

Strategic Planning Update: September 8th through the 12th is going to be communication week at BGSU. They will be holding three town hall sessions during that week. They want to do a mock session on July 30th from 8:30 to 11:30 and are looking for volunteers. The purpose of the town hall meetings are to communicate what the strategic planning committee has done so far, share their goals, and open a dialog to get feedback from staff, students and faculty. This is part of the initial phase of the strategic planning process.

CSC Rep: Violet Serrato is the classified staff representative to ASC this year.

Old Business:

Ribeau Resolution. As of yesterday, we now have ASC, CSS, FS, GSS, and USG involved. They will all approve the resolution. Andrew Rivers and Ana Brown are very supportive of the name change. Changes to the document were recommended by council members and revisions were made. Motion to approve was made by Jackie Nathan and 2nd by Beverly Stearns. All approved. Council decided the resolution will be sufficient and no other gifts for Dr. Ribeau will be pursued.

Clarence Terry resolution. Susan Macias, Barbara Keller and Deborah Rice are working on this resolution.

New Business:

Executive Committee Election Results

Technology – Tom Zapiecki

Academic Support – Anne Saviers

Academic Departments – Nora Cassidy

Athletics – Mary Beth Zachary

Student Support – Laura Emch and Susan Macias

Institutional Support – Jim Beaverson

ASC Committees Sign Up Sheet. Members were asked to make sure they sign up for an ASC committee.

Next meeting is scheduled for August 7, 2008 in 207 BTSU.

Good of the Order:

Barbara Keller suggested it might be helpful for the presidential search committee to hold focus groups allowing various campus and community organizations to express what they are looking for in a president.

Jeanne Langendorfer informed council members there are five Administrative Staff Ombudspersons who can help with questions about employment issues.

Beth Nagel invited everyone to the special Faculty Senate meeting on 7/22/08 from 3 pm until 5 pm in the McFall Gallery.

Sandy Mencer said the Provost's written response should be posted on the website by 7/14/08.

Susan Macias made a motion to adjourn the meeting. It was seconded by Jodi Devine.

Respectfully submitted by,

Sherri Orwick Ogden

ASC Secretary