

Administrative Staff Council
Meeting Minutes
Thursday, May 2nd, 2013
www.bgsu.edu/asc

In Attendance: Brian Childs, Eve Crandall, Jason Dunn, Laura Emch, Kimberly Fleshman, Michael Hachtel, Linda Hamilton, Bess Huyghe, David Janik, Mary Ellen Kellow, Stephen Kendall, Michael Kudela, Jeanne Langendorfer, Benjamin Martin, Sandra Mencer, Karen Meyers, Ryan Miller, Emily Monago, Sherri Orwick Ogden, Steven Overholt, Tim Parish, Brett Pogan, Marlene Reynolds, Anthony Short, Thomas Siebenaler, Kurt Thomas, Jennifer Twu, Mary Beth Zachary, Lisa Zollars

Substitutes: Deb Hendricks for Thomas Gorman

Guests: Juli McCarroll

Tom Siebenaler, ASC Chair, called the meeting to order.

Guest Speaker: Jill Carr, Senior Associate Vice President & Dean of Students, discussed the 2012-13 Student Affairs priorities and the progress that has been made toward retention, fiscal management and facilities. Dean Carr spoke of many new building projects including the partnership the University has with Wood County Hospital to build the Falcon Health Center slated for opening in the fall, as well as the new Greek Housing project, Student Recreation Center and McDonald East renovations. She stated the top three priorities for 2013-14 are: retention, facilities and diversity.

Chair's Report:

HR Meeting – Tom Siebenaler met with Becca Ferguson, Chief Human Resources Officer, and Viva McCarver, Manager, Employee Relations, Human Resources. They stated the final faculty union contract announcement will be made at the Board of Trustees meeting on May 3rd. The contract is not intended to cause a divide between faculty and staff. Therefore, whatever benefit is given to faculty, will also be given to staff.

The BGSU closure policy was also discussed. Becca clarified if an employee has a vacation day and the University closes that day for any reason, the employee still must claim vacation time.

Becca did not have any updates on ACA. However, Jill Carr mentioned the University sent a letter to the IRS requesting student employees and CO-OP/intern students be exempted from this requirement.

University Council – Holly Cipriani presented on “Buy BG” campaign, which is a formalized campaign to encourage community members to buy locally.

Mo Cotton Kelly presented an update on alumni chapters including the need for increased staffing and the ability to follow them on Twitter. It was also announced the HLC accreditation had a very positive outcome and the University expects to get the final report at any time.

Board of Trustees – The next meeting is Friday, May 3rd. Tom will be reporting on Administrative Staff Council's recent accomplishments and projects.

ASC Chair Elect – This position is still vacant. Tom sent an email today to 80 eligible individuals to see if anyone was interested. Both Tom and Jill Carr are available to answer questions from anyone who is considering this position.

Secretary's Report:

Marlene Reynolds announced the April minutes were approved and distributed. She also informed everyone there will be a deli lunch served at the June 6th meeting. She will send an outlook invite to all representatives. She then reminded all committee chairs to be prepared to give an end of the year report to highlight their committee's accomplishments and goals for next year.

Treasurer Report: No Report

Committee Reports:

Amendments – Mary Beth Zachary announced the committee has been working on Flexible Spending language, as concerns have been raised by Administrative Staff. The attached document was discussed.

Awards & Recognition – Kim Fleshman announced the winner of the April "Spirit of BG" award was Scott Sehmman, Assistant Director of Intramurals.

Internal Affairs – Sherri Orwick Ogden announced the ASC social hours have been well attended and will continue on the first Wednesday of every month through August. She has been updating the ASC Facebook page with related pictures. Sherri also announced the nominations for ASC election is currently open. Administrative Staff will be voting by functional areas, and the election will be held later this month.

Personnel Welfare – Stephen Kendall is awaiting comments from committee members on the Bonus Policy.

Professional Development – No Report

Scholarships – No Report

Liaison Reports:

Classified Staff Council – No Report

Faculty Senate Representative – No Report

BGSU Retirees – Linda Hamilton announced the retirees will have their final luncheon next week and have invited Nick Hennessey to speak on sustainability projects on campus.

Other Reports:

Ombudsman – Jeanne Langendorfer announced one case this month.

Old Business:

OBOR Proposed Campus Tobacco Ban – Jason Dunn stated the “Clean Air and Smoking Policy” is going before the Board of Trustees in June for approval. If approval is received, it will be implemented in January.

New Business:

None

Good of the Order

Emily Monago thanked everyone for their support of “Not In Our Town.”

Mary Beth Zachary announced Kindles are available for check out at the library and work will be done this summer on the library front steps.

Steve Kendall announced WBGU is hosting a “Kids Extravaganza” on Saturday, May 11 from 10am – 2pm at WBGU-TV. It is open to the public.

Next Meeting

The next ASC meeting will be held Thursday, June 6, in BTSU Room 201. A deli buffet will be available at 12:30PM.

Sherry Orwick Ogden motioned to adjourn the meeting. David Janik seconded the motion. Meeting adjourned.

Respectfully Submitted,

Marlene Reynolds

Marlene Reynolds
Secretary, Administrative Staff Council