**Classified Staff Council**

**Meeting Minutes**

**April 17, 2019 – Shatzel 101**

**Present:** Antoinette Jacobs (Co-chair), Danielle Burkin (Co-chair), Kathy Dean, Gretchen Avery, Jane Perez, Mark Henning, Faith Olson-Elsea, Jen Moore, Anna Kelling, Sandi Smetzer, Amy Smith, Deb Lucio, Marsha Bostelman and Rebecca Lyons.

**Excused:** Sharyl Wahl, Jamie Schimmoeller, Deb Carden, Dana Watson and Deborah Lowery.

**Reports:**

* Secretary Report –Motion by Amy to approve March minutes, seconded by Mark, unanimously passed.
* Treasurer Report – discussed. Gretchen motioned to accept, Sandi seconded, passed.
* Administrative Staff Report – elected Jordan Cravens as chair this coming year.
* Retirees report – Pat Wilhelm will the Retirees rep. No report.
* Firelands report – No report.

**Chair’s Report:** No report. Preparing for awards event next month.

**Old Business – updates:**

* CSC awards banquet May 15, 11am-1pm in OLSC 101. Dana, chair of committee discussed event. Theme is Only1You@BGSU - #BeTheCHANGE. Guest speaker will be Andy Alt, Assistant Vice Provost. Arm bands and packages of flower seeds will be on tables. Plus a potted plant that will be given to someone at each table. Box lunches will be served. At the event we will collect non-perishable items for Student Case Management Services to help students with food insecurity and to support the Grab and Go Program. Power Point presentation was discussed. Jen handed out 50/50 raffle tickets to each member to sell. Our goal this year is to raise $1,000 for CSC Scholarships. Can sell to anyone except students.
* Parental Leave Policy - Kathy handed out the draft copy. The proposed policy was discussed. Comments and suggestions will be taken to the PW committee. Policy will be presented to ASC next month. Since CSC will not be meeting in May, we’ll have an email vote for approving policy. Goal is to have final draft finished and sent to HR by the end of May and to the Board of Trustees in June or the following Board meeting.

**New Business:**

* Salary Comp – committee presented proposal to Sheri Stoll on April 5. When discussing item #3, Medical benefits, she suggested a tiered insurance payment by the percentage of employee’s rate of pay. Employee making more money will pay a slightly higher rate for ins. People making less will pay a few dollars less. Kathy reported on CSC retention data from October 2018 for classified staff. Generally speaking, the longer a person works here, the more money the person will make. To get a general idea of how long staff have worked at BGSU, the data was reviewed. Do we need to survey all of CS to get the majorities opinion?

Classified staff years at BGSU:

* + - 0-11 years – 208 staff or 42%
		- 12-19 years - 164 staff or 33%
		- 20-30 years – 106 staff or 21%
		- 31 years and over – 22 staff or 4%
* June speaker will be Board of Trustees chair Mr. Keller.
* June CSC will be our usual summer pot luck. Place to be announced.
* A link to the HR Business Prof Development page will appear on the CSC web pages.
* Winter break – will be put on the January 2020 CSC agenda for discussion.
* Nomination approval – one seat left to fill.

**Committees CSC & University:**

* Bylaws – Faith will be emailing each member a copy to review. Discussion will be at the June meeting.
* CIO Advisory Board – new charge cards are coming.
* Public Safety – rate increase for parking on campus from $130. to $135. CSC committee member to take back to this group complaints about parking lots not being monitored often. People are not able to find parking spots but many are seeing students parking in the wrong lots. How often are lots monitored?

**Good of the Order**

**Adjournment** kkd, 6/19/19