



Classified Staff Council Meeting Minutes January 17, 2018 – Oaks Dining Hall

Present: Kathy Dean, Mark Henning, Antoinette Jacobs, Karla Leady, Tena Spratt, Danielle Burkin, Marsha Bostelman, Roger Heminger, Anna Lynch, Teresa Mayo, Amber Snyder, Linda Hamman, Jennifer Johnson, Deborah Lowery, Yolanda Flores and Terry Carver.

Excused: Faith Olson-Elsea (Chair), Margo Kammeyer (ASC Rep) and Firelands Rep.

Announcements:

- CSC meeting, February 21, 2018, ED BLDG 113, 10 am – noon
- MLK Day of Service: Heminger reported ten volunteers helped from 8:30-10am, made 600 sandwiches.
- Mcquire family fund raiser – Heminger delivered gift cards to the family.
- Meeting with Interim President Rogers will be Feb. 28, 2018 at 2:00 pm – CSC members who did not attend the meeting with Pres. Mazey are invited, plus the new CSC members.

Reports:

- Secretary Report – Jacobs motioned to approve minutes of Dec. 20, 2017 CSC meeting, seconded by Henning, passed.
- Treasurer Report – no changes.
- Administrative Staff Report – no report.
- Retirees report – there will be a luncheon in March with retirees. Newspaper will begin to list people retiring from BGSU.
- Firelands report – no report.

Chair's Report:

Faith's Corner – note from Leslie Fern on FMLA procedures at BGSU - NOTE: per conversation with Leslie Fern on 12/21/17. If a BGSU employee is on a FMLA and it expires, and they still need to remain out, here is what typically happens:

- 1) They use all of their paid time (sick, vacation, comp time)
- 2) If they still need to remain out they MAY be given a 30 day unpaid LOA
- 3) If they still need to remain out we will pursue a disability separation

The Code allows for a 2 year reinstatement if there is a similar or same position.

Old Business – updates:

- Chair elect – Burkin and Jacobs will consider co-chairing. They will let us know at the next meeting.
- Friday facts – additional topics – introduce CSC members – take photo
- Web page updates – Burkin and Spratt are working with Jodi Schroeder to update our web pages.
- Shirt status – Johnson is working with Marketing & Communications to create our logo and conform to the University standard. No charge.

New Business:

- CSSC members are to contact your constituents – ask what do they want from CSC members. Stay in contact.
- OSCE reps – 2 regular and 1 alternate. Checking with ASC for a rep from their group.

Committees – reports:

- | <u>CSC</u> | <u>University</u> |
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| • Bylaws – no report. | CIO Advisory Board – no report. |
| • Election - Lowery will get a list of open CSC seats and who each of us represent. | |
| • Public Safety – no report. | Professional Affairs – no report. |
| • Personnel Welfare – committee is reviewing the handbook from HR. Deadline is Feb 15. | |
| • PACHWI – Committee is working on developing a plan for wellness. | |
| • Campus and Community – no report. | University Council – no report. |
| • Website – working on updating pages. | Service Award – need volunteers. |
| • OSCE – meeting moved to Feb. | Equal Opportunity – no report. |
| • Information Technology – no report. | |

Good of the Order

Adjournment – following the meeting CSC members enjoyed a scrumptious lunch at the Oaks as our yearly holiday gathering.