



**Classified Staff Council  
Meeting Minutes  
February 20, 2019 – The Oaks**

**Present:** Antoinette Jacobs (Co-chair), Danielle Burkin (Co-chair), Faith Olson-Elsea, Kathy Dean, Dana Watson, Deb Lucio, Jen Moore, Jamie Schimmoeller, Gretchen Avery, Mark Henning, Anna Kelling, Sandi Smetzer, Amy Smith, Marsha Bostelman and Deborah Lowery.

**Excused:** Sharyl Wahl, Jane Perez, Deb Carden and Rebecca Lyons.

**Announcements:** Communicate with those you represent.

**Reports:**

- Secretary Report – Motion by Faith to approve January minutes, seconded by Marsha, unanimously passed.
- Treasurer Report – Faith reported no change from previous month.
- Administrative Staff Report – no report.
- Retirees report – No report. A representative is still needed.
- Firelands report – no report

**Chair's Report:** Chairs discussed meeting with President Rogers concerning red circled staff. A notes page is available upon request.

**Old Business – updates:**

- Gifts for speakers - Jen passed around choices of gifts she found. She will continue to check prices and other options.
- MLK Food Challenge - Jen created a trophy for the winning team. CSC collected 165 and ASC 238 items of food. It will be presented to ASC at their next meeting.
- Salary Comp – Mark presented a revised proposal. Jen motioned to approve, seconded by Deb. Passed. Will be presented to Sheri Stoll next month. Proposal is available on request.
- Co-chairs starting July 1<sup>st</sup> - Danielle and Deb Lucio. Chair elect: Dana. Note, Dana and Deb will be co-chairs starting July 1, 2020. Starting July 1, 2019 Jen Moore volunteered to be Treasurer.

**New Business:**

- Parental Leave policy – Kathy reported the committee had their first meeting on Feb.13. They are reviewing other Ohio universities that have a policy. The committee will meet every other week to draft a proposal. Universities that have a policy are: The Ohio State, Wright State, Ohio Univ, Univ of Cincinnati, Miami Univ, Ball State and BGSU faculty.
- Speakers at March CSC meeting will be Sheri Stoll to discuss budget and Danielle Haynes (Student Case Manager Coordinator)
- CSC awards banquet will be May 15, 11am-1pm in OLSC 101. Dana is still looking for a speaker.
- Leave Bank Enrollment date – open enrollment ends on Feb 22. Over 5,000 hours donated first week.
- CSC web pages – Web committee has been charged with reviewing and updating the CSC web pages. Motion by Kathy, seconded by Amy. Passed.
- List of Notaries is on the CSC web page.

**Committees CSC & University:**

- Scholarship Award – requests can be submitted now.
- OSCE – Faith reports next week she will attend the next meeting in Columbus. Chancellor of Higher Education, Randy Gardner will speak to the group.
- CIO Advisory Board – Danielle reported, any computers on campus with Windows 7 will be replaced with Windows 10 by this summer. Emails from external addresses will have the word “External” at the top of the email due to extensive security issues.

**Good of the Order**

**Adjournment**