



## Classified Staff Council Meeting Minutes July 17, 2019 – Shatzel 101

**Present:** Danielle Burkin (Co-chair), Dana Watson (Co-chair), Kathy Dean, Gretchen Avery, Jane Perez, Anna Kelling, Sandi Smetzer, Amy Smith, Deb Carden, Jamie Schimmoeller, Deborah Lowery and Pat Wilhelm (retiree rep). There were six visitors.

**Excused:** Sharyl Wahl, Mark Henning, Deb Lucio and Jordan Cravens (ASC rep).

### **Reports:**

- Secretary Report – Kathy presented report. Motion to approve July minutes by Sandi, seconded by Jamie, passed.
- Treasurer Report – reviewed budget report for 2019/2020, discussed line by line. Amy motioned to accept, Jamie seconded, passed.
- Administrative Staff Report – no report.
- Retirees report – no report.
- Firelands report – Deb Carden discussed report. One classified staff less at Firelands. Was in Library.

**Chair's Report:** Dana volunteered to be the new co-chair with Danielle. Motion to approve by Danielle, seconded by Kathy, passed.

### **Old Business:**

- Parental Leave Policy Update – Kathy stated Rebecca Lyons sent the draft policy to Viva in HR last month. Waiting to hear back.
- CSC Webs page admin – Patti Crawford-Mayo volunteered to manage our web pages.

### **New Business:**

- Treasurer Position – Deb Lucio accepted position.
- Three open CSC seat positions – a call is going out to all of classified staff asking for volunteers.
- Welcome packets/mugs for new classified staff – Motion from Kathy to budget for mugs and an information packet to be given to new classified staff starting August 1<sup>st</sup>. Seconded by Anna. Passed unanimously. Spirit of BGSU committee will handle putting together mugs and info, and getting it delivered by new people on behalf of CSC.
- Language in Board of Trustee proposal – on July 31, chairs have a meeting with Viva and S. Stoll. On Aug 8 chairs meet with President Rogers. To discuss issue of classified intentionally being changed to admin. Review Fair labor act rules.
- Do we need an Ombudsman? – discussed.
- OSCE Rep – needed.
- Friday Fun Facts – Anna volunteered to take this over.

### **Committees CSC & University:**

OSCE – looking for a rep.

**Good of the Order:** Danielle Haynes, coordinator of Student Case Management in the Office of the Dean of Students is organizing a can drive and is looking for offices to take a month for collecting. How can CSC get involved? Kids Count too – donate suit cases, duffle bags, back packs. Many time kids in foster care have only a garbage bag to carry around. Do we have a committee to help?

### **Adjournment**