Ohio University Administrative Senate
Minutes of June 19, 2014
Human Resources & Training Center, Room 154

Next Meeting: July 17, 2014
12:10 p.m. – 1:30 p.m.
Baker Center, Room 240

Present: Filiz Aydin (online), Joshua Bodnar, Nicholas Brigatti, Lisa Dael, Tim Epley, Melanie Glassmire, Doug Grammer (online), Wendy Kaaz, Jennifer Maskiell, Kelly Pero, Connie Pollard, Wendy Rogers, Melissa Standley (online), Andrew Stuart, Eileen Theodore-Shusta, Cathleen Waller, Jessica Wingett, Eleni Zulia

Excused: Jewell Barlow, Marissa Dienstag, Lisa Kamody, Marjorie Mora

Absent: Martin Barnes, Toni Heightland, Aaron Leatherwood, Matt Ward

Guests: Misti Smith

Call to Order: Joshua Bodnar called the meeting to order at 12:20 p.m.

Approval of Minutes: Joshua Bodnar asked for a motion to approve the minutes of the May 15, 2014 meeting, Eileen Theodore-Shusta moved, Connie Pollard seconded the motion, a vote was taken, and the minutes were unanimously accepted.

Chairperson’s Report: Joshua Bodnar thanked the Senators for their support and participation during his time as Chair. Cathleen Waller will be Acting Chair at the July meeting.
● The Faculty Staff Survey is complete and the results should be received by the Provost’s Office by the end of this month. Administrative Senate will provide Classified Senate refreshments at their August meeting and the cost will be shared with Institutional Research. Barbara Wharton, Associate Provost for Institutional Research, was a huge supporter of the survey and helped create custom questions.
● University Standing Committee appointments are due the middle of July and Senate would like to have a slate of at least three (3) volunteers to present to the President’s Office. Bodnar and Waller will send a joint email that includes the complete process.

Vice Chairperson’s Report: Cathleen Waller has been appointed to the Benefits Advisory Council which has been tasked to look at all the benefits the University offers and determine if improvements or changes can be made. Meetings will occur every two (2) weeks over the summer and recommendations will be sent to the President and Provost offices by September or October. Educational benefits are a benefit employees want to keep. Send any recommendations or questions to Waller@ohio.edu.
● Employees can now carry-over through October up to $500 in the Health Care Flex Spending Account.

Secretary’s Report: No Report

Treasurer’s Report: Tim Epley distributed the June 2014 Budget Report prior to the meeting. A total of $1,680.32 was spent in May, which included about $350 on awards and the balance on salary and benefits. There is $39,580.55 in funds available.
Committee Reports: The OUstanding Administrator committee is discussing a proposal to increase the $1000 award currently given to administrators. University policy states up to $3000 can be awarded.

- Elections are over and the process is complete. The eligibility of all voters has been verified through University Human Resources. Results have been sent to Joshua Bodnar; he will notify new Senators, and they may attend the July meeting. Regarding Districts and vacancies, Bodnar has accepted a new position at the University. He is currently in District 3, but his new position is in District 11. Jessica Wingett asked for a motion to move Bodnar effective July 1, 2014 from District 3 to District 11, which will leave a vacancy in District 3. Eileen Theodore-Shusta moved, Lisa Dael seconded, a vote was taken and the motion was unanimously accepted. After elections and the motion to move Bodnar, there is one (1) vacancy in District 3, one vacancy in District 6, and two (2) Regional vacancies. Regional Senators can attend the meetings by webcast. Forward any names to Wingettj@ohio.edu. She is happy to contact each person.

Old Business: None

New Business: Joshua Bodnar asked for a motion to spend a maximum of $50 to provided cookies and punch to the winning Senate in the Faculty Staff Survey competition which was Classified Senate. Andrew Stuart moved, Wendy Kaaz seconded, a vote was taken and the motion was unanimously accepted.

Discussion and Announcements: Lisa Dael requested committee page web updates and changes sent to her at Dael@ohio.edu.
- Joshua Bodnar presented the prospective slate of officers for a vote at the July meeting: Chair – Cathleen Waller, Vice-Chair – Jessica Wingett, Treasurer – Tim Epley, and Secretary – Wendy Rogers
- Elizabeth Sayrs has been appointed Dean of University College and Vice Provost for Undergraduate Education.
- The Board of Trustees meet June 27, 2014 at the Eastern Campus and discussion will take place about tuition and fees for next year. For those interested in attending the meeting, transportation is available from the Athens campus.
- The Executive Committee is beginning to work through redistricting and will likely get data from Human Resources. It is important to determine what buildings are temporary and where those employees will end up so districts are still in balance when employee moves take place.

Adjournment: Joshua Bodnar asked for a motion that the meeting be adjourned, Eileen Theodore-Shusta moved, Wendy Kaaz seconded, the motion passed unanimously, and the meeting adjourned at 12:45 p.m.

Respectfully submitted,

Jessica Wingett
Secretary

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