

2000

## Meetings with the Provost 1999-2000

Bowling Green State University. Administrative Staff Council

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## Pre-Microfilm Inventory

**Collection:** Bowling Green State University  
Administrative Staff Council, UA-022

**Location:** Bowling Green, Ohio

**Title of Series:** Meetings with the Provost

**Inclusive Dates:** 1999-2000

**Format:**  Bound  Loose

**Order:**  Alpha  Chronological  Numerical

**Index:**  Included  Separate  None

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### *Notes*

1. Pencil
2. Colored Ink

## WELCOME

- Introduce self
- **Introduce Linda Dobb and other dignitaries**

Over the last year, John Clark and I met regularly with HR staff. It became **clear in our conversations with HR and with our constituents** that many of our administrative staff were somewhat confused about the policies, procedures, and processes surrounding pay grades/ranges, salaries, JAQ's and their interconnectedness.

Becca Ferguson and **Donna Wittwer lacked real data about admin staff** so Donna has been building a database of admin staff information. In preparation for our presentation to the President's Compensation Working Group, John Clark crunched Donna's data and found some very interesting numbers. You'll hear about some of those later.

There were enough new staff (and enough questions from staff) that we were sure that many admin staff needed more information about BGSU's compensation plan. We decided to make as many policies, procedures, and processes as visible and accessible as possible. So, Here we are.

Several things you should know:

- **Compensation is still a campus-wide priority for President Ribeau.** but the state budget situation is making it difficult to implement his priority-- the General Assembly is vacillating about the solutions to the budget shortfall and k-12 funding.
- **Anne Tracy and Laurel Zawodny of Classified Staff Council, Jim Evans of Faculty Senate and I joined the students who rallied on the statehouse steps last Wednesday.** We met with Randy Gardner to discuss our concerns. Members of the House and Senate are hearing from higher ed. Our letters are helping. Don't Use BG Letterhead and don't email using your BGNet account, but contact the house and senate leadership.

Paul G. Lopez, 07:04 AM 8/12/1999, Fwd: Provost meeting...

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Date: Thu, 12 Aug 1999 07:04:35 -0500  
Reply-To: lopez@wbgu.bgsu.edu (Paul G. Lopez)  
Sender: owner-asc-reps@listproc.bgsu.edu  
From: lopez@wbgu.bgsu.edu (Paul G. Lopez)  
To: ASC-PEES <asc-reps@listproc.bgsu.edu>  
Subject: Fwd: Provost meeting...  
X-Gateway: FirstClass Gateway for SMTP/NNTP (Mac68K) version 1.00  
X-MIMETrack: Itemize by SMTP Server on MAILGW02/SERVER/BGSU(Release 5.0.1|July 16, 1999) at 08/12/99 07:55:43 AM,  
Serialize by POP2 Server on MAIL04/SERVER/BGSU(Release 5.0.1|July 16, 1999) at 08/12/99 08:08:30 AM,  
Serialize complete at 08/12/99 08:08:30 AM

Please feel free to share, discuss, converse, etc. with Admin Staff in your area about issues below (and others that come up)...hopefully we will have your constituent list out to you soon.

Spoke with Provost Dobb this morning (8:30a, 8/11) about ASC issues of concern:  
-Unit level Merit and "Super Merit" criteria  
Need to get this done. Need for the push to come from her and accountability to be monitored by Human Resources. She seemed very positive about making sure this gets done. Will talk with Becca Ferguson. We asked for something in writing we can push with at the implementation level.

-Teaching Compensation  
We talked about our ad-hoc committee on this issue and stated we will be framing the concerns for her and Human Resources during this next year. We gave her a heads-up it was coming and an example of at least one inequity (compensation comparison with part-time instructors and Admin staff instructors).

-"Placement" (aka problems with salary compression, inversion and need for market adjustments)  
Did some historical overview with Mercer plan inadequacies with respect to "placement" of employees within their respective pay ranges. Our presentation of hard work done to help to do that work - to the President's compensation working group and our hope of this issue being addressed as we felt was right/fair (based on the plan we presented). We heard of plans taking shape to first look at persons in the 1st quartile of their pay range with the possible intention of moving them further into their range based. A consulting group from Washington DC will be looking at each position based on things such as time in position, experience, etc. (We'll need to get more specifics from HR.)

-Benchmark  
We spent a little time talking about the "benchmark" the President's compensation plan has stated (thru Chris Dalton) is 4 to 5% below the 70th percentile of Doctoral I & II, and Research II Universities in Ohio. Our concern being the use of CUPE data that looks at only 40 positions for comparisons. We were assured that a more comprehensive study (looking at more positions) is forthcoming from the new compensation specialist position being hired into HR.

-Merit distribution  
We expressed our concern about possible attempts to change the 3% distribution base of merit and made a distinct request to be involved with any attempts to change this. Provost Dobb said she would be against any change here. She stated the 3% was as low as she felt we should go and that hopefully a percentage above that would be present this year to allow for meritorious rewards.

-Lotus Notes support  
Some concern about ITS support for students and teachers (Lotus Notes). Provost Dobb to ask ITS about it.

-Informed her of the ASC Fall "get-together" date, 9/30, 3-5p @ Miletic.

Paul

Paul G. Lopez, 08:46 AM 11/22/19, Provost Meeting today...

Date: Mon, 22 Nov 1999 08:46:34 -0500  
Subject: Provost Meeting today...  
To: msachar@bgnat.bgsu.edu, caclark@bgnat.bgsu.edu  
From: Paul G. Lopez@wbgu.bgsu.edu (Paul G. Lopez)  
X-MIMETrack: Itemize by SMTP Server on MAILGW02/SERVEF/EGSU (Release 5.0.1a|August 17, 1999)  
at  
11/22/99 08:49:19 AM,  
Serialized by POP3 Server on MAIL04/SERVEF/EGSU (Release 5.0.1a|August 17, 1999) at  
11/22/99 09:04:02 AM

Other stuff...?  
Paul

Provost Meeting  
(11/22/1999)

- Compensation (something in writing describing what, why, how, when)  
  \*Update on email and Becca breakfast
- Parade, AF @ Provost interviews, Professional Dev eliciting staff PD  
Grants, Website getting close, Handbook getting close, EAF??

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# Provost Meeting

(2/28/2000)

*\$24,000*

- Wednesday, "Invest in Yourself" Professional Development half-day

We've awarded the entire \$4000 of allocated Professional Development grant funds for this year

- Positive vibes about the Executive VP restructure

- Compensation Plan

\*\$160K distribution

\*Year II

\*Those @ cap, will they receive earned merit

STIPEND

- "Spirit of BG Award"

\*\$1000 request to Eileen 2/10 (heard anything)

\*Some concern of how this might match-up with Faculty awards

*Wellness - Dick Bowers*

*Becca*

*Ed Whipple*

*Dobb*

*Dobb  
"START above the maximum"*

Becca -

\* 4 positions - and pictures

\* Bench mark

\* Procedures + <sup>white</sup> ~~minutes~~ for

Program

Scholarship

181,000.

2500.

Ferrari

Dev. Basis / Time Study

My stuff

Decorations, Name, Meeting + Connecting  
Food tags

Made Arrangement - Etc, Position?  
Position to make "Quality"

Kim "icBroom" - surprise!

→ Bob Purvis - need to get girls separate.

mett

Dobb -

- Incentives to develop basic mid-level post-graduate
- CONUS NOTES - students/Teacher support, user committee
- Placement, market (background)
- Teaching compensation
- Verify benchmark (cup date to position)
- 75C Sept 30 3-5 pm. Electronic, ~~Program~~  
/ Pres. Procast, VP's  
(July Awards)

UPI's  
BOT -  
Toghan  
2/20

HR Priorities

Would like see a plan / time line

