

6-22-1992

## Monitor Newsletter June 22, 1992

Bowling Green State University

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### Recommended Citation

Bowling Green State University, "Monitor Newsletter June 22, 1992" (1992). *Monitor*. 235.  
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# MONITOR

VOL. XV, No. 48

BOWLING GREEN STATE UNIVERSITY

JUNE 22, 1992

## 149 sign up for early retirement

Authorization forms to pursue the Early Retirement Incentive Plan instituted by the University have been signed by 149 employees, according to Walter Montenegro, personnel services. The deadline for the sign-up was June 15.

All authorization forms have been sent to the Public Employees Retirement System in Columbus and will be ranked according to accumulated service credit in PERS. Because more than the University's limit of five percent, or 90 employees, have signed up for the three-year buyout, the PERS ranking will be used to determine who will be eligible to retire.

The amount of PERS service credit may be affected by time that has been purchased, jobs previously held at other state agencies and time lost due to less than full-year contracts, among other factors.

Montenegro said after PERS develops a roster, those who expressed interest will be notified of their status for early retirement. If any of the first 90 employees who qualify for ERIP decide not to take the buyout, then employees ranked 91-149 will be notified in descending service credit order.

Montenegro said he expects PERS to take two to four weeks to develop the roster.

The second step of the ERIP process will be to estimate the benefits of the 90 employees who are eligible to retire. The estimate of benefits will include gross income from each of five plans available to retirees.

The estimates will be done in retirement order. For example, employees who have indicated they would like to retire in August will receive their estimate before those who wish to retire in November.

"We will attempt to discuss an estimate of benefits as quickly as possible and as far in advance as we can," Montenegro said.

He said the next step will be for the employee to sign a contract confirming participation in the ERIP at least 45 days before retiring. The contract will be forwarded to PERS, which will then bill the University for the buyout. After PERS receives the University's first payment, employees will be notified that their service credit has been paid. Employees must retire within 90 days of receiving notice that the credit is paid.

The University has been authorized by the Board of Trustees to pay for the retirement service credit with money borrowed from the internal endowment fund.

Montenegro said the remainder of the process is similar to regular retirement procedures, including application for retirement.

"As employees receive information and have questions, they should not hesitate to call personnel services. We want to answer any questions as quickly as possible," Montenegro said. "Employees should be fully informed."



Allan Libbe, Frederick Rudolph, center, and Philip Rudolph, right, presented a \$50,000 gift to President Olscamp in the McFall Center Gallery. The gallery is currently the site of a display by Arts Unlimited, one of the many areas that will benefit from the Campaign for the Arts..

## Ruldoph/Libbe contributes to BG arts

Rudolph/Libbe Inc. of Walbridge has contributed \$50,000 toward the University's \$1.825 million Campaign for the Arts.

To date, more than \$1.3 million has been secured for programs, facilities and equipment in the School of Art, College of Musical Arts, Arts Unlimited program and the theatre and dance departments.

Rudolph/Libbe founders Frederick Rudolph, Philip Rudolph and Allan Libbe, all Bowling Green graduates, presented their gift to University President Paul Olscamp. In making the presentation, Frederick Rudolph, president of the firm, said Bowling Green has contributed significantly to the company's success. In addition to the founders, more than 30 Rudolph/Libbe employees are graduates of the University. The firm has endowed three Bowling Green scholarship funds.

"Bowling Green State University has

served as a valued resource, well preparing its students for the challenges and opportunities to which they are exposed after graduation," Rudolph said. "Our success as a business organization has been due in large part to the number of highly qualified and motivated people we have had working for our company who have come out of Bowling Green.

"We are personally thankful for what the University gave to us ever since our days there as students and this gift to the arts campaign gives us the chance again to express our appreciation to this exceptional institution."

Funds raised through the arts campaign will expand the number of scholarships available in addition to funding visiting artists, community outreach efforts, opera productions and gallery space in the Fine Arts Building which is currently being renovated.

## ASC approves special leave policy

Further developments have occurred with three items recently discussed by Administrative Staff Council.

The special leave policy has been reviewed and revised by ASC's executive committee and will be presented to the Board of Trustees June 26. If approved by the board, the policy is expected to go into effect July 1, according to John Moore, executive director of personnel services.

The special leave policy will allow full-time administrative staff the opportunity to voluntarily request unpaid leaves of absence anytime during the calendar year, provided the request meets the following policy stipulations:

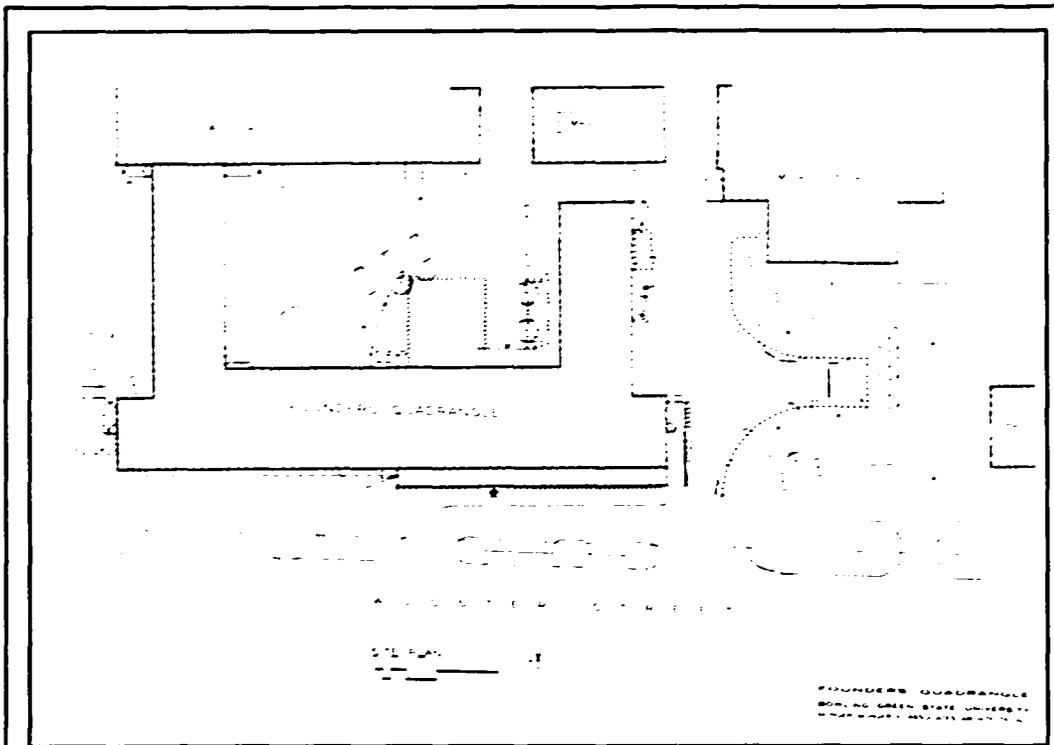
—Leave may occur over a period of weeks, months, monthly or a reduced work schedule of fewer than 40 hours per week (leave and/or reduced work schedule may

not exceed a total of three months in a 12 month period).

—All leaves must be approved by the immediate supervisor and the dean, director or area head. To request a leave of absence, the staff member must complete a Special Leave Request Form and send the completed form to personnel services.

—No approval will be given to the hiring of temporary/part-time help to fill in for the temporary vacancies created by these leaves. The staff member's absence must not interfere with or impede other University operations. Employees on special leave should be available to return to their assignment in the event of unforeseen emergencies.

*Continued on the back*



A site plan of the proposed landscaping for Founders Quadrangle.

## Landscaping important in Founders plans

Although parking may be less convenient for a time during the Founders reconstruction, the renovations will help solve problems, according to Roland Engler, University architect.

Fundamental to the planning of the major campus improvement project was the need to correct critical safety and security problems around the loading dock areas of Founders, McFall Center and the Applied Human Ecology Building. Key issues in the redesign of this area required the development of adequate turnaround space for large trucks and a new parking area for McFall Center visitors, while simultaneously maintaining desired aesthetic landscaping in keeping with the University's campus exterior environment.

Redesign plans also provide for shuttle bus service to the area, including a drive for dropping off and picking up

passengers at the new Wooster Street main entrance to Founders Quadrangle.

Some small trees had to be removed in the areas affected by the new design, said Engler. The most aged trees, however, have been spared. With the addition of several new trees and additional landscaping, the McFall Center site will remain one of the University's most attractively landscaped areas.

The majority of the trees that were removed were pine trees which had become diseased or contaminated by bird wastes. New landscaping planned for the area will complement the remaining aged trees and include a variety of new oak, pear and flowering crabapple trees, as well as new shrubs and groundcover to enhance the site appearance, said Engler.

The entire project is scheduled to be completed by August 1993.

## Flanagan Awards honor former coach

The Terry Flanagan Awards, which honor the former assistant hockey coach who died Dec. 30, 1991, have been awarded to three local youngsters.

Ben Neufeld, Patrick Myers and Sean Bortel each received a one-week scholarship to the upcoming BGSU Summer Hockey School and will have their names inscribed on a plaque. The plaque will be permanently displayed in the Ice Arena.

In the 11 years Flanagan was involved with the University's hockey program, he volunteered much of his time to youth hockey. Flanagan's desire to promote hockey for young people was instrumental in creating the awards, according to Greg Jordan, director of the Ice Arena.

To be eligible for the award, the recipient must be a Bowling Green Youth Hockey player age 10-17 involved in the squirt, pee wee or bantam/club house or travel divisions.

## Outstanding service nominations due

Nominations for Outstanding Classified Service Award are due June 30. Any University employee may nominate a classified staff member for the award. For additional information, contact Pam Atchison, development, 2-7698; Carol Kreienkamp, cooperative education, 2-2452; Denise Freeman, military science, 2-2476; or Bob Whitman, physical plant, 2-2049.

## Newsletter receives support from DuPont

The Center for Photochemical Sciences has received \$8,000 from DuPont chemical company to support publication of *The Spectrum*.

A quarterly newsletter begun five years ago, *The Spectrum* has 5,000 readers in 49 countries. Each issue features three or four articles about a variety of current photochemical research projects, according to Pat Green, administrative director of the Center for Photochemical Sciences and editor of the newsletter.

In presenting the grant to the University, David F. Eaton, research manager for DuPont Central Research & Development in Wilmington, Del., noted that his company is interested in providing unrestricted funds to higher education institutions.

"Publication of *Spectrum* supports science communities around the world and is given free to people who otherwise might not have access to information," Eaton noted.

"In Eastern Europe," he added, "it is one of the few sources of current scientific information."

## FOR SALE

The Clinical Lab has a free Electrohome EDP 58XL Projection System, which needs repairs. Call the lab at 2-7392.

The financial aid and student employment office has one IBM Proprinter, \$80, a daisy wheel printer, \$150, and an Epson RX80, \$75, for sale. Call the financial aid office at 2-2651.

The environmental health and safety office has an Okidata Microline 393 printer (24 pin) for IBM and IBM-type computers. Comes with three bins. Call 2-2171.

## ASC UPDATE

### From the front

—Employees will continue to receive paid regular medical, dental, vision and life insurance benefits. Employees are responsible for paying applicable insurance premiums.

—Vacation and sick leave accrue for hours actually worked.

—In the case of PERS retirement credit accrual, employees will receive a full month of credit if earnings are a minimum of \$250 per month, partial credit if employees earn less and no credit if there are no earnings.

—The status of full-time staff members remains the same.

—Employees have the option to terminate the special leave arrangement at any time.

Also, ASC's personnel welfare committee is considering the addition of a new University employment status. The new status, unclassified administrative staff, has been proposed for externally funded administrative staff. The change will more accurately reflect the employment status of employees at the University.

The Supplemental Retirement Plan is being terminated, and is one example of numerous steps being taken to save money at the University, which include the following:

- reduction of operating budgets;
- encouragement of voluntary furloughs;
- conversion from fiscal to academic year contracts; and
- eliminating positions vacated through attrition.

Although these steps are being taken to reduce the budget, the resulting savings will not be used to fund the Early Retirement Incentive Plan three-year buyout, Moore said. The dollars saved in the reduction of positions through retirement will be the mechanisms to repay the loan from the internal endowment fund, which will be used to fund the ERIP.

"The SRP will go through a transition period with the official termination date of Jan. 1, 1993. Any contract already signed will be honored," Moore said.

## FACULTY/STAFF POSITIONS

**Admissions:** admissions counselor or assistant director of admissions (search reopened). Contact Sam Ramirez (Search M-012), 2-2228. Deadline: June 26.

**Intercollegiate Athletics:** assistant coach, men's and women's swimming. Contact Sam Ramirez (Search V-030). Deadline: July 10.

**Recreational Sports:** assistant director of recreational sports for intramurals and sport clubs. Contact Sam Ramirez (Search V-028), 2-2228. Deadline: July 10.