Monitor Newsletter August 05, 1985

Bowling Green State University

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The Classified Staff Council endorsed Wednesday a revised wage increase plan proposed by the administration.

After an hour-long meeting with Karl E. Vogt, vice president for operations, the council voted 15-2 to endorse a plan that will provide a 6 percent wage increase pool, that will include step and longevity pay increases as well as a 33-cent per hour or 4.3 percent raise, whichever is greater, to all 1,300 full- and part-time classified workers. Four members of council were unable to attend the meeting, which was called by Dr. Vogt.

The raise comes from $657,700 appropriated by the University in its 1985-86 educational budget as a wage increase to fund the pay system this size, said Corbitt. Of the 1,020 full-time classified staff, 657 employees are paid from funds allocated in the educational budget; 363 are paid through auxiliary funds. Raises for employees in the auxiliary areas will be covered by existing budgets and operating efficiencies. The increases for the 230 part-time employees will be accommodated by operating budgets.

The increase is retroactive to July 1 and the new pay system will be reflected on Sept. 6 paychecks. Separate checks covering retroactive pay are expected to be issued at the same time, according to Dr. Vogt. But the retroactive payments could be delayed as late as Oct. 4 due to increased work load because of the start of the fall semester.

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"We are pleased to be able to come to this conclusion," said Dr. Vogt. "It reflects the cooperative attitude of a responsible and professional group. We appreciate their efforts."

"We felt it had a misconception of what individual would be receiving," said Maley. "Council felt it was an misunderstanding of the definition of the pool and why the allocations had to include some of the other expenses," Maley said.

"We believe that the benefits will be very worthy of the effort to get the system in place," said Corbitt.

Phone installation is on schedule

The expected switch to a new campus telephone system is on schedule and expected to occur on Aug. 19, according to James R. Corbitt, assistant vice president for operations.

To help University employees become familiar with the new system, a series of training sessions have been scheduled to begin today (Aug. 5) and end Aug. 14. Also, there will be an open session to practice in a "Hands On Lab" with telephones similar to those being installed across campus.

Corbitt said volunteers will be sought to serve as resource people to teach those employees who are unable to attend the formal training sessions. He said a resource person will be sought to represent each of the buildings on campus.

The Aug. 19 switch to an American Telephone & Telegraph (AT&T) system will end about a year of preparation. Corbitt said he is pleased with the progress of the installation, which included replacing wiring and phones in the University's 100 buildings. It also involved replacing telephone switching equipment.

"We're completing the program in about half the time it normally would take for a system this size," said Corbitt, adding that the University has received a lot of cooperation from AT&T and GTE, the company that has been handling the University's phone system.

Corbitt explained that because GTE provides telephone service to the area surrounding the University, the two companies have had to work together to make the switch as smooth as possible.

"All in all with a system this size, my feeling is, and I'm being told by other people, that there's a chance in business, that we've had a relatively smooth period of preparation," he said.

July 23 a proposal made by Dr. Vogt on July 16 to raise base wage rates 30 cents per hour or 4 percent, whichever was greater, for the council wanted to use Dr. Vogt's figures only as a minimum base for discussion.

The result was Wednesday's meeting where council accepted the higher figure.

The wage plan still needs to be accepted by President Paul Olscamp and the Board of Trustees. Dr. Olscamp is expected to review the wage plan prior to the trustees' meeting on Aug. 23.

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Staff training sessions start today

Video tape training sessions on the use of the new University telephone system has been scheduled for all administrative and classified staff and faculty. The sessions will be held in Math Science Room 120 and will last about an hour.

Sessions have been established according to vice presidential areas, although if conflicts prevent personnel attending their assigned time, they can attend another session. There are four sessions on each scheduled day.

Sessions will be:

Aug. 5 and 6 — 9 a.m., president's offices
10:30 a.m., vice president for planning and budgeting
1 p.m., vice president for operations
3 p.m., vice president for student affairs

In order to attend the lab training, employees must attend one of the initial sessions. Lab training will be held:
Aug. 5 through Aug. 8 and Aug. 12 through 14 — 10 a.m. through 3 p.m. daily
at Northeast Commons and operations/scene shop and University Union/Prout dining room.

Corbitt said the installation has been on schedule ever since the Board of Trustees approved purchase of the system on Sept. 13, 1984. He also said that the cost of the system will remain at the $3.06 million figure approved by the trustees.

"We're very happy with that," he said.

A temporary telephone directory will be distributed. It will eventually be replaced by a more formal directory. Numbers now assigned to various offices will in most cases stay the same. The system, however, will allow each employee to be assigned a number as well.

Corbitt said that he has been advised by AT&T that there has been a change in some assigned numbers. In the seven-digit number where the fourth digit is a 0, there will now be an 8. Corbitt said about 200 numbers are affected by the change.

Corbitt explained that the system will allow calls to be directed through office secretaries or directly to the person being called.

"We will have the flexibility to do more things on our own," said Corbitt. "It's a tremendous plus.

"We expect that this will make a positive difference in the way our operations work.

As the new system will allow for data transmission, Corbitt said the test sites will be set up campus to test data transmission capabilities before that feature of the system is put into general use.

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Courses explain computers

The University will offer a microcomputer applications certificate program beginning in August. Designed for adults with little or no computer experience, the program offers seven non-credit courses to help persons learn to perform word processing, financial planning and information management as well as to apply microcomputer operations to home and business activities.

The seven courses can be completed in one year or taken over a longer period. Enrollment is limited to 20 per class.

Apprentice program nears completion

Seven area high school students are participating in a summer-long research apprenticeship program at the University. For the fifth consecutive year, Bowling Green has received a federal grant from the National Institutes of Health, Department of Health and Human Services to support the program.

The purpose of the project, which is under the direction of Christopher S. Dunn, director, research services, is to provide first-hand experience in various aspects of biomedical research with the expectation that apprentices will decide to pursue college study and careers in health related fields.

Apprentices are working in the departments of biological science, chemistry and psychology and the College of Health and Human Services. Each apprentice is assigned to a faculty supervisor currently conducting studies in a biomedical or health related research area.

Faculty participating this summer include Jarik Panksepp, psychology; Ron Woodruff, biological sciences; Roger Colcord, speech; Robert Harr, medical technology; Carol Heckman, biological sciences; George Clemons, chemistry, and Elliot Binn, chemistry.

The program began June 10 and will end Aug. 12.

Libraries want books back

Books currently on loan from the Jerome Library or the Ogg Science Library are due by the end of the current academic term, Aug. 16. A list of books on loan is being mailed to borrowers. Renewal may be done by telephone or campus mail.

Questions about procedures should be directed to the supervisor on duty at Jerome Library (2-2501) or Ogg Library (2-2591).

Two days left for surplus

Surplus University equipment will be available for viewing at the Pike Street Warehouse on Wednesdays, Aug. 7 and 14. Hours for viewing will be 9:30 a.m. to noon and 1 to 3 p.m. Representatives from departments and offices may select items for their areas at no charge.

Classified Employment Opportunities

The following classified staff positions are available:

- "Indicates that an internal candidate from the department is bidding and being considered for the position.

**OPEN COMPETITIVE EXAMINATION**

**Posting Expiration Date:** 5 p.m. Monday, Aug. 19, 1985

**NEW VACANCIES**

**Posting Expiration Date for Employees to Apply:** 5 p.m. Monday, August 12, 1985

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