

**Ohio University Administrative Senate
Minutes of November 15, 2007 Business Meeting
Baker University Center, Room 240**

**Next Meeting: January 17, 2007, 12:00 noon – 1:30 p.m.
Baker University Center, Room 240**

- Present: Rebecca Cale, Eric Clift, Lisa Dael, Karen Dahn, Angela Davis, Marie Graham, Doug Grammer, Mick Harris, Jeanie Jeffers *for Carolyn Bailey Lewis*, Lesli Johnson, Andy Kranyik, Beth Lydic, Todd McGuire, Wendy Merb-Brown, Cristina Milligan, Brenda Noftz, Patti Pennell, Connie Romine, James Sand, Andrew Stuart, Bev Wyatt
- Excused: Lisa Kamody, Rosanna Lemasters, Carolyn Bailey Lewis, Rebecca Petty, Rusty Smith
- Absent: Scott Blower, Dawn Jenkins, Sarah Rist, Chy Wooten
- Guest: Heidi Anderson, Krista Antle, Mary Frances Astrom, William Decatur, Greg Fialko, Jenny Jordan, George Mauzy, Teresa Nelson

Brenda Noftz called the meeting to order at 12:15 p.m.

Approval of Minutes: Cris Milligan moved that the minutes of the October 18, 2007 meeting be accepted; Eric Clift seconded the motion; a vote was taken; and the minutes were unanimously accepted.

Guests: Greg Fialko, Director of Benefits and Compensation, Human Resources, reported on the total compensation statement sent to employees and asked for feedback to improve the process; he announced that employees in the alternative retirement plan can switch companies in January and that contributions to PERS will increase on January 1 (employee from 9.5% to 10%/employer from 13.5% to 14%).

Chairperson's Report:

- Noftz nominated Beth Lydic to replace Michael Elliot as treasurer; Andrew Stuart moved that the nomination be approved; Cris Milligan seconded the motion; a vote was taken; and the motion was unanimously approved.
- A draft of the 5-Year Academic Plan was distributed and Noftz explained that it is a synthesis of the committee's fall quarter work which will go to the provost for review, revision and recommendations, then to the vice presidents and deans for further revision, and finally to the president; the 5-year academic committee expects to get it back in January for further review and application.
- Wendy Merb-Brown reported that the Health Benefits Committee met a couple of weeks ago and reviewed the compensation statements distributed to all staff and looked at increased contributions for the next five years and how to manage costs; they also plan to send a survey to all employees about health care issues.

- Merb-Brown reported that the Budget Planning Committee meets every other week and are currently reviewing the 5-Year Financial Plan; they also discussed increased costs associated with the general fee areas (last year over \$500,000 from the general fund was used to supplement the general fee account).
- Bill Decatur discussed the following trade-offs and strategies to close the gap between available funding and prioritizing for achieving the initiatives:
 - ◆Increased costs of wages, benefits, utilities; combined with flat enrollment, the costs associated with planning initiatives, and increased funds to strengthen the balance sheet will result in reallocations of \$30 million over the next four years. Where the \$30 million will come from?
 - ◆How do we increase the number of freshmen and still ensure high academic standards and provide additional sections for core curriculum?
 - ◆How to increase transfer student (junior & senior level) enrollment?
 - ◆Strategies on regional campuses for growth through outreach, contract education and distance learning.
 - ◆Do we want to adjust cost variables, back off or slow down the 5-year plan, or use reallocation and cost saving strategies to close the budget gap?
 - ◆What would taking a deep dive 10% over the next 5, 6, 7 years look like?
 - ◆Is the university willing to give up service level to fund other initiatives?
 - ◆How can we improve services and cut costs?
 - ◆Brainstorming sessions by the deans and vice presidents about cost reductions, shared services and partnership strategies.
 - ◆Deans are engaged in discussions about net income and shortfalls due to responsibility centered budget model and will look at which colleges can close gaps either through increased enrollment or shifts in resources from one college to another.
- Noftz reported that Faculty Senate spent several meetings on resolutions relating to the five-year academic plan and may discuss issues related to committee on committees (chairs of constituent groups), which reviews all of the standing university committees at their next meeting.

Vice Chairperson's Report: Angela Davis

- Reported for Carolyn Bailey Lewis that the Policy & Procedures Committee met with Jim Kemper to do an overview of the new HR Committee form to review policies related to administrators and to development strategies over the issues related to administrative employees and announced that the next committee meeting will be on Monday, November 26 at 3:30 p.m. in R-TV, Studio A.
- Thanked all who turned in committee volunteer forms and announced that rosters will be available in early December.
- Announced that Baker Center will be open from 8:00 a.m.-8:00 p.m., Monday through Saturday and Sunday from 8:00 a.m.-10:00 p.m. during break; will be closed 11/22/07 through 11/25/07, 12/24/07 and 12/25/07 and 1/1/08.
- Announced that beginning 12/3/07 the escalators in Baker Center will be shut down for three weeks for state mandated inspections.
- Andy Kranyik reported that the meeting was being taped, the footage will be on Senate's website, and he hopes to have live web streaming of future meetings.

Secretary's Report: No report

Treasurer's Report: No report

Vice President for Finance and Administration Report: Bill Decatur had nothing further to report.

Discussion: Cris Milligan brought up the issue of Purchasing exercising more control over the vendors departments can use. Karen Dahn shared information about the danger of escalators and cros.

Announcements: Noftz announced that

- The Shared Services Open Form will be held from 10:00-11:00 a.m., Tuesday, 11/21/07 in Baker University Center, Room 240.
- There will be no Senate meeting in December and that President McDavis will be a guest at the January meeting.
- President and Mrs. McDavis' Holiday Reception will be next Tuesday, 11/21/07, immediate after the Shared Services Forum, in Baker University Center, Ballroom A.

Guests: Heidi Anderson and Mary Frances Astrom, from WellWorks reviewed the new Health Ohio initiative and stated that benefits eligible administrators will be able to participate winter quarter. Merb-Brown stressed that the goal of the program is to develop a healthy life style program for the university.

Adjournment: Angela Davis moved that the meeting be adjourned, Cris Milligan seconded the motion, and the meeting adjourned at 1:35 p.m.

Respectfully submitted,

Andrew Stuart
Secretary