

2016-2017 CIVIL SERVICE COUNCIL
Wednesday, June 7, 2017
Student Services Building Room 307
1:00 p.m.

I. **Call to Order** the June meeting was called to order by Elizabeth Cheek, Vice President, Civil Service Council.

II. **Roll Call of Membership**

Members Present: Elizabeth Cheek, William Dozier, Diane Frew, Shari Garnett, Cyndy Green, Casey Kidd, Jane Meuth, Marianne Shields, Michele Tourville, Karin Wece

Members Absent with proxy: Tina Gerecke (Sandy Schenk), Ann Little (Richel Biby proxy), Barb Shiplett (Betsy Bishop proxy), Anthony Travelstead (Vera Gibbs proxy)

Members Absent: Tara Moore

Others Present: Jay Brooks, Carolin Harvey, Dawn Legier, Brandon McElmurry

III. **Approval of the Minutes** – Minutes from the February 1 were presented for approval, various corrections were noted, D. Frew made a motion to approve minutes with corrections, seconded by K. Wece, minutes approved unanimously by voice vote.

Minutes from the March 1 were presented for approval, various corrections were noted, M. Tourville made a motion to approve minutes with corrections, seconded by J. Meuth, minutes approved unanimously by voice vote.

Minutes from the April 5 were presented for approval, various corrections were noted, S. Garnett made a motion to approve minutes with corrections, seconded by D. Frew, minutes approved unanimously by voice vote.

Minutes from the first meeting on May 3 were presented for approval, various corrections were noted, K. Wece made a motion to approve minutes with corrections, seconded by C. Green, minutes approved unanimously by voice vote.

Minutes from the second meeting on May 3 were presented for approval, various corrections were noted, M. Tourville made a motion to approve minutes with corrections, seconded by C. Kidd, minutes approved unanimously by voice vote.

IV. **Announcements** No announcements

V. **Reports**

A. **Council President**

1. **Constituency Heads Meeting** A. Travelstead submitted a report ([Attachment A](#))
2. **Board of Trustees Meeting** A. Travelstead submitted a report. ([Attachment B](#))

B. **School of Medicine Civil Service Council** ([Attachment C](#))

C. **Annuitants Association**

C. Harvey reported that the Association met on May 9, 2017 in the lower level of Beimfohr Hall; they discussed membership enrollment and getting more people involved.

D. **Human Resources**

M. Nippe provided a report via email for E. Cheek to read; Benefits Choice period had ended, employees should check their paystubs in July to make sure the changes correct, today is the deadline for employees who received layoff notices to notify Human Resources if they intend on bumping or if they are going to take the layoff, HR will be reevaluating after everything is turned in today and will be able to let the employees know as soon as possible what the outcome of the bumping will be.

E. **Council Committees**

1. **Executive**

E. Cheek reported that the committee met and set the agenda.

2. **Budget**

D. Frew circulated the most recent information about the Civil Service Council's budget.

3. **Bylaws**

Has not met

4. **Civil Service Benefits**

Has not met

5. **Education Assistance**

J. Meuth reported that the committee has not met; the Eclipse t-shirt sales and online store will be starting up again soon.

6. **Elections**

K. Wece announced that on July 1, there will be a vacancy in the Student Affairs Sector; in the event of a vacancy, the person with the next highest votes in that sector will fill the vacancy; the next highest votes were write-ins; these people will be contacted and asked if they would be willing to serve on the Council; if they are both interested, there will be a coin toss to determine who will fill the vacancy; the new Council member will be seated at the July 5 meeting.

7. **Public Information**

Has not met

8. **Range**

Has not met

F. **Constituency Committees**

1. **Advisory Committee, Director of Public Safety** – No report

2. **Affirmative Action Advisory**

D. Legier reported that the committee has not met and will not meet again until the fall semester.

3. **Executive Planning and Budget** – See Attachment A

4. **Computing Advisory** – No report

5. **Honorary Degrees** – No report

6. **Intercollegiate Athletics Advisory** – No report

- 7. **Naming University Facilities** – No report
- 8. **Parking and Traffic Appeals** – No report
- 9. **Recreational Sports and Services Advisory** – No report
- 10. **Student Center Advisory** – No report

11. **Traffic and Parking**

K. Wece reported that the next meeting in November

E. Cheek asked when the committee discusses the price of parking decals and if there has ever been discussion about a discount for households with multiple employees or for Alumni; Wece responded by saying there has not been discussion about households with multiple employees, but there has been discussion about offering an Alumni discount; Wece was unsure if something was ever official presented

D. Frew asked why it was decided to not have parking along Lincoln Avenue in front of Pullium. Wece said that it was decided that there was not a need to have parking in that area at this time; the committee is aware that the demand is going to change once Woody Hall construction is complete and departments start moving back in there; the committee will deal with it at that time.

- 12. **UWPA** – No report

G. **Special/Other**

1. **Chancellor's Search Advisory Committee**

E. Cheek stated that Barb Shiplett will continue to serve on this committee through June 30. Cheek provided the following information about the upcoming Chancellor Candidate forums; Public forums with the two new chancellor candidates Dr. Rodney Hanley and Dr. Carlo Montemagno are scheduled for Tuesday, June 13, 2017 (Hanley), and Wednesday, June 14, 2017 (Montemagno), from 8:45am – 9:45am in the John C. Guyon Auditorium of Morris Library. The candidates will give a 15-minute presentation and take questions from the audience. There will not be a panel. For those unable to attend, the presentations and forums will be videoed and posted on the Chancellor Search Website. The Constituency Groups forums are as follows: Tuesday, June 13, 2017, 3:15 p.m. - 4:10 p.m. - Dr. Rodney Hanley. Wednesday, June 14, 2017, 3:15 p.m. - 4:10 p.m. - Dr. Carlo Montemagno. These sessions will be held in the Student Service Building - Room 150 & 160. These sessions are in addition to the forums open to the public that will be held at Morris Library earlier in the day.

- 2. **Employee Advisory Committee to the Merit Board** See Attachment A

- 3. **Legislative Advisory** – No report

4. **Eclipse Committee**

Carolyn Harvey reported that the next meeting is Friday, June 9.

5. **Diversity Committee**
J. Meuth reported that the committee met on Monday, June 5 and finalized the draft; it will be sent to Deans and Directors for finalization; no other meeting scheduled at this time.
6. **Associate Chancellor and Chief Diversity Officer Search Committee**
E. Cheek reported that after the cancelation of campus visits by two of the three finalists, the committee recommended the search be closed and resumed later this year so that the students can be involved in this process.
7. **SIU System Constituencies Roundtable** See Attachment A
8. **University Accreditation Committee** – Has not met

VI. **Officer Nomination Committee**

On behalf of the Officer Nomination Committee, E. Cheek announced the open positions of Council President and Treasurer. Cheek read two candidacy statements for Anthony Travelstead and called three times for additional nominations for President; no other nominations; Cheek read the candidacy statement for Loretta Diane Frew and called three times for additional nominations for Treasurer; no other nominations; ballots were passed out to Council members and collected by Cheek; the election committee exited the room to count the ballots; Anthony Travelstead was unanimously elected as President of the Civil Service Council; Loretta Diane Frew was unanimously elected as Treasurer of the Civil Service Council; K. Wece made a motion to accept the results of the election; seconded by M. Tourville; all in favor by voice vote; C. Green made a motion to destroy the ballots, seconded by J. Meuth; all in favor by voice vote.

VII. **Old Business**

E. Cheek reported that as a result of discussion from the [May meeting](#), a letter ([Attachment D](#)) regarding the Council's concern with the Non Academic Prioritization Committee's recommendation to reduce the number of Civil Service employees' Extended Sick Leave (ESL) days was drafted and sent to the Chancellor. Cheek stated that it appears that this recommendation is being tabled at this time.

E. Cheek reported that the Listserv committee met and discussed the use of the Listserv for employment postings; they are going to meet with Human Resources to discuss the possibility of creating an employment Listserv.

VIII. **New Business**

IX. **Non-Agenda Items**

E. Cheek read a letter regarding the recent announcement of layoffs on behalf of the Civil Service Council Executive Committee. ([Attachment E](#))

C. Harvey, M. Tourville, and S. Garnett suggested that the letter be shared with local newspapers, Listserv, the Chancellor, President, and Provost.

X. **Adjournment**

Meeting was adjourned at 1:50 p.m.