

**2017-2018 CIVIL SERVICE COUNCIL**  
**Wednesday, September 6, 2017**  
**Student Services Building Room 307**  
**1:00 p.m.**

I. **Call to Order** the September meeting was called to order by Anthony Travelstead, President, Civil Service Council.

II. **Roll Call of Membership**

Members Present: Richel Biby, Elizabeth Cheek, William Dozier, Diane Frew, Shari Garnett, Tina Gerecke, Cyndy Green, Casey Kidd, Ann Little, Jane Meuth, Tara Moore, Marianne Shields, Michele Tourville, Anthony Travelstead, Karin Wece

Members Absent with proxy:

Members Absent:

Others Present: Jessi Allen (Springfield SOM CSC)

III. **Approval of the Minutes** – The minutes from the August meeting were presented for approval, D. Frew made a motion to approve the minutes as presented, seconded by M. Shields, minutes approved unanimously by voice vote.

IV. **Announcements** AP Staff/Civil Service Happy Hour, September 14 at Italian Village

V. **Reports**

A. **Council President**

1. **Constituency Heads Meeting** – Scheduled for September 26.
2. **Board of Trustees Meeting** –Next meeting is September 14 at SIUE Alton campus; Travelstead circulated the Board agenda and drew attention to item V on the agenda; Edwardsville is requesting a 2% pay increase retroactive back to June 2016 and an additional 2% as of July 2017; K. Wece asked who is making the SIUE salary increase request, the Council President or someone else; E. Cheek read a section from item V-1 on the Board agenda, *“The plan is consistent with the discussions the Chancellor has had with constituency leaders.”* Cheek added *“The salary increase would apply to non-represented employees and to those in unions which have a closed contract containing a salary change clause benchmarked to non-represented salary adjustments. Working with the Chancellor, the President will determine the eligibility guidelines. For those in unions which have open contracts, compensation will be part of the contract negotiations.”* Travelstead stated that all of that information is in the Board agenda which is currently being circulated around the table.

T. Moore asked if there is an agenda for the Constituency Heads meeting. Travelstead said there is usually not an agenda; the Chancellor usually just talks about four or five things; the constituency heads ask questions or comment on what the Chancellor spoke about.

T. Gerecke asked Travelstead if there is anything in particular that he plans to bring up at the Constituency Heads meeting. Travelstead said he is asking about salary increases; Range employees have only had a 7% salary increase over the past 12 years which is not keeping up with the increased cost of living; it is understood that the drop in enrollment and State budget

issues negatively affect things, but we want to make the new Chancellor aware that we are looking for salary increases if not now then somewhere close down the road.

T. Gerecke stated that some information regarding the history of Range employee salaries has been gathered, but the committee has not met to discuss that information; Gerecke asked if Travelstead would want the information from the committee before the Constituency Heads meeting; Travelstead said yes, having the information before would be great.

B. **School of Medicine Civil Service Council** J. Allen reported that Linda Brookhart from SUAA will be presenting information at the October 10 Springfield Council meeting; this is in an effort to make more people aware of SUAA and increase membership.

C. **Annuitants Association** No report

D. **Human Resources**

T. Moore provided the Council with an update on HireTouch; most of the business offices have been trained; vacancies are slowly being posted online; in the months to come, the continuous posts list will be revamped and the new system will be used for all vacancies; the web address for Civil service, AP Staff, Faculty, and Student workers is jobs.siu.edu; effective September 11, the interviewing hours with employment counselors will be changed to Tuesday and Thursday from 9 a.m. to 1 p.m. with the potential to eliminate walk-in interviewing hours beginning the first of the year. Discussion followed voicing concerns and frustrations regarding HireTouch. Moore concluded the report by announcing Flu shots will be available on October 17 and 25; more information will be shared with the entire campus in days to come.

E. **Council Committees**

1. **Executive**

A. Travelstead reported that efforts are being made to increase communication with the Chancellor and Civil Service employees; requests have been submitted for the Chancellor to attend the October 4, December 6, and February 7 meetings; the December 6 request is for both the holiday luncheon and meeting.

2. **Budget**

D. Frew provided copies of the most recent budget reports for BP272247 and BP290119; Frew reported that transit tickets were returned for a refund; a credit of \$80 should be on next month's report for BP290119.

3. **Bylaws**

K. Wece reported that the committee met on August 8 and discussed amendments; amendments will be presented to the full Council for review and approval at an upcoming meeting.

4. **Civil Service Benefits**

S. Garnett reported that the committee has not met.

5. **Education Assistance**

J. Meuth reported that the committee has not met; paperwork has been submitted to Foundation for the fall 2017 award recipients; the next fundraiser is the holiday luncheon on December 6; the committee will be choosing a caterer before the next meeting; the luncheon will be at the Student Services Building in room 150.

6. **Elections**  
A. Little reported that the committee has not met.
  7. **Public Information**  
C. Green reported that the committee met last month and elected a chair; the committee will be meeting soon to work on the newsletter; the committee will be sending a flier asking for payroll deductions to support the Education Assistance Program.
  8. **Range**  
T. Gerecke reported that the committee has not met.
- F. **Constituency Committees**
1. **Advisory Committee, Director of Public Safety** – *Cathy Lilley* - No report.
  2. **Affirmative Action Advisory** – *Dawn Legier* - No report. Next meeting in the fall.
  3. **Executive Planning and Budget** – *Anthony Travelstead* - Has not met
  4. **Computing Advisory** – *Shannon Newman* – No report
  5. **Honorary Degrees** – *Shari Garnett* – There has not been a meeting, an email was sent requesting nominations; Garnett encouraged everyone to make a nomination if they know of someone who would qualify.
  6. **Intercollegiate Athletics Advisory** – *Lisa Knight* - No report
  7. **Naming University Facilities** – *Chad Waters* - No report
  8. **Parking and Traffic Appeals** – *Liz Hunter* – No report
  9. **Recreational Sports and Services Advisory** – *Betsy Bishop* - No report
  10. **Student Center Advisory** – *Lisa Knight* - No report
  11. **Traffic and Parking** – *Tina Gerecke* – No report
  12. **University Joint Benefits** – Currently inactive, there has been discussion about this committing starting back up again.
- G. **Special/Other**
1. **Employee Advisory Committee to the Merit Board** - *Anthony Travelstead* reported that the next Merit Board meeting is September 19 at Champaign/Urbana; the video conferencing call for these meetings is no longer available here in Carbondale because the delegate for the SIU System is now located in Springfield and will drive to those meetings; the Employee Advisory Committee meets at Northern Illinois College in DeKalb on October 18 and 19 prior to the Council of Councils meeting on October 20.
  2. **Legislative Advisory** – *Karin Wece* reported that the school funding reform; Brandon Phelps resigned as state representative because of health reasons effective September 1.

3. **Eclipse Committee** – *Carolyn Harvey* - No report
4. **Diversity Committee** - *Jane Meuth* reported that the committee is meeting on September 11.
5. **Associate Chancellor and Chief Diversity Officer Search Committee**  
Search is on hold until the fall.
6. **University Accreditation Committee** – *Marianne Shields* – Next meeting on September 25

VI. **Old Business**

A. Travelstead stated that he is estimating expenses for attending the Council of Councils in DeKalb so that funds can be requested from the Chancellor. Diane Frew, Cyndy Green, Jane Meuth, Elizabeth Cheek, and Anthony Travelstead are interesting in attending. The \$80 refund from the transit ticket refund will be put toward the travel expenses.

VII. **New Business**

VIII. **Non-Agenda Items**

IX. **Adjournment**