

2018-2019 CIVIL SERVICE COUNCIL
December 5, 2018
Student Services Building Room 307
1:00 p.m.

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

II. **Roll Call of Membership**

Members Present: Richel Biby, Jim Bigogno, Elizabeth Cheek, Trish Cochran, Diane Frew, Ann Gilliam, Cyndy Green, Casey Kidd, Dawn Legier, Tara Moore, Kym Morgan, Shannon Newman, Marianne Shields, Michele Tourville, Anthony Travelstead, Tammy Wieseman

Members Absent: Natalie Sutton

Others Present: Carolin Harvey

A. Travelstead noted, due to Tina Gerecke's resignation and the open seat on Council in the Provost Sector, we referred to election data from the March 2018 election to find the candidate with next highest number of votes. That was Karin Wece. Karin has declined the open seat. The next highest vote after Karin was Jim Bigogno who is interested and accepted the position.

III. **Guest Speaker(s)** – None

IV. **Approval of the Minutes** – The October and November minutes were not ready for approval.

V. **Announcements** –

- A. Travelstead received a thank you card from the Montemagno family for the flower arrangement sent to the memorial service.
- A. Travelstead has been informed about interviews happening for the open position in the Professional Constituencies Office. He has not been involved with the interviews but believes at least one candidate is interested. D. Legier asked if there was a way for Council to be more involved with the interviews. E. Cheek noted the AP Staff Council has not been involved either. A. Travelstead stated the position is funded by the Faculty Senate budget so they have ultimate decision authority regarding the position but has asked Jon Bean to be included in the past and will ask again. J. Bigogno asked if it would be helpful to send a more official memo from Council to Jon Bean requesting more involvement from Civil Service and AP Staff Councils in the hiring process. E. Cheek recommended that we work with AP Staff Council to gain their input as well. J. Bigogno volunteered to compose a memo to be shared with the Council for revision suggestions and then forwarded to the Faculty Senate.

VI. **Reports**

A. **Council President**

1. **Constituency Heads Meeting** – E. Cheek stated they met on November 12th. President Dorsey attended by phone and Provost Komarraju and Matt Baughman were present. The majority of meeting was spent discussing characteristics for the Interim Chancellor. A document was distributed to get feedback from the Council. Other topics: They are optimistic regarding the State budget. The Provost talked about the open house in November; 500 students registered and 333 attended. The next meeting is not yet scheduled.
2. **Board of Trustees Meeting** – The Board met in November to approve Interim President Dorsey to act as Interim Chancellor for the Carbondale campus until an official Interim Chancellor can be approved. The next meeting is December 12th-13th at the Student Center.

B. **School of Medicine Civil Service Council** – No report

C. **Annuitants Association** – C. Harvey – No report. C. Harvey offered applications for membership to the association. A. Travelstead reminded the group that pre-tax payroll deduction is available for dues.

D. **Human Resources** – J. Watson - No report

E. **Council Committees**

1. **Executive – Elizabeth Cheek**

Met electronically and set the agenda. D. Frew circulated financial reports.

2. **Budget - No report**

3. **Bylaws - Marianne Shields**

M. Shields had planned to do a first reading of proposed bylaws revisions but since the document was not sent to council members 5 days before this meeting, she plans for a first reading at next month's meeting.

4. **Civil Service Benefits – Richel Biby – No report**

5. **Education Assistance – Trish Cochran**

T. Cochran reported that the committee met November 13th to finalize the holiday luncheon plans. She expects roughly an \$800 profit to put toward the scholarship program. Last month A. Travelstead offered a prize to the member that sold the most luncheon tickets. Three members sold all 8 tickets and one member sold the most with nine. E. Cheek sold the most tickets and was awarded a \$25 gift certificate. T. Cochran thanked those that collected donations from local businesses.

6. **Elections – Shannon Newman – No report**

7. **Public Information – Natalie Sutton - No report**

8. **Range – No report.**

F. **Constituency Committees**

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

2. **Affirmative Action – A. Travelstead – No report**

3. **Computing Advisory – S. Newman/C. Woodruff - No report**

4. **Honorary Degrees – S. Garnett – No report.** A. Travelstead noted there were a number of nominees on the Board of Trustees' agenda to be approved.

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

6. **Naming University Facilities – C. Waters - No report**

7. **Parking and Traffic Appeals – E. Cheek – Met on November 9th.** There were nine appellants with nine citations; one was denied, one was reduced, and seven were no shows. They met again on November 30th. There were two appellants with three citations; two were denied and one was a no show.

8. **Recreational Sports and Services Advisory – E. Cheek**

Minutes from the October meeting were distributed. They met again November 29th.
Facility updates: Painting of the interior is complete. The exterior painting is planned for summer of 2019. All of the toilets have been replaced and have plans to replace shower units this summer. Staffing Updates: Blake Anderson has moved to the Rec Center from the Physical Plant. Dana Roland has moved to the Rec Center from Information Technology.
Other topics: No updates on the eSports arena. Holiday break hours were discussed. The next scheduled meeting is February 21st.

9. **Student Center Advisory – No Report**

10. **Traffic and Parking – No report.**

11. **University Joint Benefits** – E. Cheek/C. Waters – No report

G. **Special/Other**

1. **Employee Advisory Committee to the Merit Board** – S. Garnett – No report
2. **Legislative Advisory** – M. Shields – No report. M. Shields has reviewed the new governor's transition team and various committees to get a feel for the composition of members and there are some members that at least partially represent Southern Illinois including: Glen Poshard, Jerry Costello, and Rich Seibert, who is an SIU alum, but most of the committees are Central Illinois focused. Larry Dietz is a member of another committee and though not directly representing Southern Illinois, he is related to Southern Illinois in some way. Former Governor Edgar was on another committee. M. Shields hopes to see better Southern Illinois representation.
3. **Diversity Committee** – A. Travelstead – No report. The scheduled meeting for last Monday was cancelled.
4. **University Accreditation Committee** – Marianne Shields – No report. The committee is scheduled to meet tomorrow.
5. **Centralized Equity and Compliance** - E. Cheek – The committee is back on track. E. Cheek received an email from Brad Colwell on November 29th to review a draft document by December 10th to be presented to the president.
6. **Chancellors Planning and Budget** – E. Cheek – No report but will meet December 10th.
7. **Academic Calendar Committee** – Joan Looft – No report.
8. **Final Exam Committee** – No report
8. **LGBTQ Advisory Board** – K. Wece – No report.

VII. **Old Business**

A. Travelstead received an email from Vice Chancellor's Office looking for appointments to the Staff Excellence Committee. They wanted three names and four were appointed. All four appointees have been selected to participate on the committee: Cyndy Green, Richel Biby, Dawn Legier and Michelle Tourville.

VIII. **New Business**

None

IX. **Non-Agenda Items**

A. Travelstead reminded the group about an invitation that went out via email from the AP Staff Council to all AP and Civil Service employees for an ugly sweater potluck at Copper Dragon tomorrow from 4:30pm-6:30pm. Sign-up sheets were included. A. Travelstead stated we had used Card & Flower funds to purchase a memorial stone for Casey Kidd as his father had passed away.

X. **Adjournment**