

2019-2020 CIVIL SERVICE COUNCIL
Wednesday, March 4th, 2020
Student Services Building Room 307
1:00 p.m.

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

II. **Roll Call of Membership**

Members Present: Richel Biby, Jim Bigogno, Jeletta Brant, Lindsey Carter, Elizabeth Cheek, Beth Chester, Ann Gilliam, Cyndy Green, Deborah Harmon, Crystal Harris, Shannon Newman, Trinka Pape, Jason Phillips, Marianne Shields, Andrea Steen, Anthony Travelstead, Tammy Wieseman

Members Absent with proxy: None

Members Absent: Ira Tripp

Others Present: Jennifer Watson (HR), Tara Moore, Charah McKinzie

III. **Guest Speaker(s)** – None

IV. **Approval of the Minutes** – The minutes from the February 2020 meeting were approved as amended.

Motion: J. Bigogno

Second: M. Shields

V. **Announcements** –

- Travelstead met with President Mahony. Dr. Mahony has started up seven new campus committees to help steer the entire system in one direction. He has a 4yr contract, but plans to be here for at least 5yrs. A. Travelstead discussed the Council's concerns regarding decreasing employee counts across campus, the disparity in pay increases among the three campuses and asked about his lobbying presence with state legislators since SIU is a state funded institution. Dr. Mahony stated he had experience from previous positions held at other schools.
- M. Shields reminded the group that today was the Day of Giving.
- A. Steen has completed exams and can resume duties as chair of the Education Assistance Committee.
- S. Newman announced the new Facebook group launched: SIU Civil Service Council Education Assistance Program and asked for all members to join the group and add Facebook friends. The group is designed to be a place on social media to announce upcoming fundraisers and promotions that raise money for the Education Assistance Program scholarships to attempt to raise more awareness of these events.

VI. **Reports**

A. **Council President**

1. **Constituency Heads Meeting** – Met February 14 but A. Travelstead was unable to attend. Next meeting is scheduled for April 16. A. Travelstead hopes to have a better idea about candidates for Chancellor at the next meeting.
2. **Board of Trustees Meeting** – Met February 13 in Edwardsville.
 - Pay increases were issued to interim employees that became permanent employees, the football coach Nick Hill and Brad Dillard from the Physical Plant. J. Bigogno noted Brad Dillard's pay increase was predicated on assuming additional responsibilities for a position that was not replaced.
 - Jeff Gleim was named Associate Vice Chancellor of Alumni Relations.
 - No increases to tuition and fees except those related to student health insurance which is not set by the department.
 - Public comments received from Edwardsville employees regarding budget increases center around the desire for Edwardsville campus to receive 100% of any additional funding received by the SIU System.
 - Next BOT meeting is April 30 on Carbondale Campus in the Student Center.

- B. **School of Medicine Civil Service Council** – No report.
- C. **Annuitants Association** – C. Harvey – No report.
- D. **Human Resources** – J. Watson – SURS Counselors will be on campus in April though appointments are booked but noted there will be a public session that anyone can attend. Upcoming: Benefits choice is in May which is completed entirely online and the State University Civil Service System audit in June. C. Harris asked about the legitimacy of an email received regarding dependent eligibility verification and J. Watson said that was a real email but asked her to forward the email for her review. S. Newman asked about a full-time employee she knows with an issue attaining dependent eligibility and J. Watson asked her to have the employee contact Vanessa Sneed in HR.
- E. **Council Committees**
 - 1. **Executive/Budget** – E. Cheek – Met and set the agenda.
 - 2. **Bylaws** - I. Tripp – No report
 - 3. **Civil Service Benefits** – T. Pape – A written report was distributed via email prior to the meeting. A. Travelstead has been in contact with the Chancellor's office and was waiting for this report to set a meeting to discuss educational topics as discussed in previous meetings. The next Executive Committee meeting should be on March 18 and he hopes to include the Chancellor's Office and the Vice Chancellor of Administration and Finance at that meeting to discuss the survey.
 - 4. **Education Assistance** – A. Steen – Have not met but reminds the group that the next Quatro's fundraiser is March 17 and gift certificates are available.

A. Travelstead stated our Day of Giving was looking pretty good with \$130 in donations and asks the group to share our Facebook posts so we can get as many direct donations as possible. For the Flea Market - letters for the past vendors were send out. It will take place April 25 from 8am-3pm with April 26 as a makeup day in the event of a rainout. There will be a signup sheet that goes out next month for volunteers to work the events with set-up, sign-in, and clean-up. Flyers for both events have been sent via the listserv and the flea market flyer went out in campus mail. S. Newman suggested sending out this information for both events on SIU Today. A. Travelstead also mentioned setting up news print advertisement as well.

E. Cheek noted the Education Assistance Fund started in 1982 and passed around a report that shows we have given out \$218,758.49 in student scholarships since its inception.

T. Wieseman asked if we have ever contacted the Student Center to get a vendor list for the craft sale to gain additional opportunities for fundraising activities.
 - 5. **Elections** – S. Newman – S. Newman stated elections are underway on schedule. Statement of Candidacy emails went out and will close next Wednesday. E. Cheek asked whose seats were up this year. S. Newman listed the following council members that are up for election: Cyndy Green, Jim Bigogno, Tammy Wieseman, Trinka Pape (because her position changed sectors) Ann Gilliam, and Ira Tripp. J. Bigogno asked if council bylaws allowed for the removal of an officer. A. Travelstead confirmed that there are steps in the bylaws to remove any member of the council.
 - 6. **Public Information** – C. Green – No report. A. Travelstead charged the group to meet to generate a newsletter.
 - 7. **Range** – J. Bigogno – No report.
 - 8. **Staff Excellence** – C. Green – Met February 26 and have nominated one AP employee and one Civil Service employee and expects to hear if they are accepted in April.

F. **Constituency Committees**

1. **Advisory Committee, Director of Public Safety** – J. Bigogno - No report
2. **Computing Advisory** – S. Newman/C. Woodruff - No report
3. **Honorary Degrees** – S. Garnett – No report
4. **Intercollegiate Athletics Advisory** – Met Feb 26. Discussion commenced about converting the East basketball court into an indoor softball/baseball practice space. Athletics would pay to renovate and add turf. This space would be open for students to use and community members could rent the space.
5. **Naming University Facilities** – I. Tripp - No report
6. **Parking and Traffic Appeals** – E. Cheek – No report
7. **Recreational Sports and Services Advisory** – E. Cheek – Meets March 5.
8. **Student Center Advisory** – J. Brant – No report
9. **Traffic and Parking** – K. Morgan – No report
10. **University Joint Benefits** – E. Cheek – Met February 25. Continued discussion on a potential sick leave bank. A. Travelstead asked if they have looked at what SIUE does. T. Moore said she did not believe they have a sick-leave bank. A. Travelstead is going to investigate this further.

A. Travelstead explained that a sick leave bank allows employees to donate sick time to a general bank that can be used, if needed, by an employee that may not have any time available.

J. Bigogno asked if it would make sense to create a cash-based fund with a broader application than sick leave noting part of the historical discussion of sick leave banks has revolved around variances in pay rates between those donating and those using the “time” or “funds”. E. Cheek can ask the committee.

G. **Special/Other**

1. **Employee Advisory Committee to the Merit Board** – S. Garnett – No report
2. **Legislative Advisory** – J. Brant – The governor was in town about DCFS topics. She also noted funds are being released for the Communications Building renovation.
3. **Diversity Committee** – C. Harris – Meeting was canceled but Todd Bryson did meet with the President charged the committee to come up with a list of four things they do well and four things that can be improved on regarding diversity on campus. Next meeting is March 24.
4. **University Accreditation Committee** – M. Shields – No report. Discussion commenced about the HLC visit as many in the room were in attendance.
5. **Chancellors Planning and Budget** – No report
6. **NEW Committee** – J. Bigogno/T. Wieseman – A calendar of events for Women’s History Month was distributed. All events are open to the public.
7. **Chancellor Search Committee** – E. cheek – The committee has met several times over the last week and more information regarding candidates will be shared soon. A. Travelstead stated they mentioned at the BOT meeting that they hoped to have open forums completed and have a name to vote on at the next board meeting which is in April.

- VII. **Old Business** – Civil Service Employee Survey – A. Travelstead stated the Executive Committee will be meeting with the Chancellor’s Office and the Vice Chancellor of Administration and Finance. J. Bigogno requested the committee to discuss the application of inconsistent pay policies in their meeting. A. Steen asked J. Bigogno for clarification as to whether he means disparity across the system or only on Carbondale campus. J. Bigogno’s major concern is regarding inconsistent practices between the various Vice Chancellor reporting lines. J. Brant asked if the redacted version of the survey results would be shared. A. Travelstead stated the Executive Committee has decided not to share the survey results with constituents until it was discussed with central administration first. Most items redacted were personnel names listed. There is concern that events, as described, could identify someone and the committee wants to maintain complete anonymity and protect constituents from possible retaliation.
- VIII. **New Business** – None
- IX. **Non-Agenda Items** – J. Bigogno passed around a recipe for homemade hand sanitizer and noted severe price gouging on Amazon and other sites related to the coronavirus. A. Travelstead read about the general public being discouraged from buying face masks because of shortages in the healthcare system. J. Brant stated she is in the College of Liberal Arts and they have received the list of proposed schools and department assignment for the reorganization. She notes that non-degree granting programs that have minor programs are not listed under any of the new schools so there are still many facets that remain unclear. Discussion commenced.
- X. **Adjournment** –
Motion: T. Pape
Second: T. Wieseman