

**2020-2021 CIVIL SERVICE COUNCIL**  
**Wednesday, January 6, 2020**  
**Microsoft Teams Video Conference**  
**1:00 p.m.**

I. **Call to Order** – The January meeting was called to order by Anthony Travelstead, President, Civil Service Council.

II. **Roll Call of Membership**

Members Present: Richel Biby, Jeletta Brant, Lindsey Carter, Elizabeth Cheek, Anthony Fobs, Cyndy Green, Deborah Harmon, Crystal Harris, Tara Moore, Shannon Newman, Jason Phillips, Tina Price, Terry Richardson, Marianne Shields, Andrea Steen, Anthony Travelstead

Members Absent with Proxy: None

Members Absent: Tammy Wieseman, Lorrie Lefler

Others Present: Josh Frick, Carolyn Harvey, Jennifer Watson

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

Motion: E. Cheek

Second: T. Richardson

IV. **Announcements** – Chancellor Listening and Learning Tour for Provost & Vice Chancellor of Academic Affairs Group 1 on January 13, 2021 from 11:00 a.m. to 12:00 p.m. Professional Constituencies Office Manager is Josh Frick (brief self-introduction).

V. **Reports**

A. **Council President**

1. **Chancellor One-on-One** – Via zoom on December 10, 2020. Transfer numbers for Spring 2021 enrollment is looking good. Numbers for Fall 2021 attendees and applications were up 28% from last year. All offices should be open over the holiday break. Next Chancellor One-on-One is January 8, 2021. Will be discussing fundraisers and flea market. Will get an update on enrollment and budget.
2. **Board of Trustees Meeting** – Met December 3 via zoom. Hired a Director of Communications and a Director of Financial Aid. Distinguished Service Awards go to Harold Bardo, Terrence Roberts, and Edward Sing Wong. Honorary Degrees are Harry L. Crisp II, Pamela Pfeffer, and Ngozi Ezike. Approved a five-million-dollar bond referendum. Increased the student health insurance fee about seven percent, starting this semester. Thirteen-million-dollar contract awarded to Knight Hawk Coal for five years. Recognized Amy Sholar, she will be exiting the board. Next meeting is February 11, 2021 via zoom.
3. **Leadership Council** – Met December 17, 2020. Presentation from Students Embracing Nature, Sustainability, and Environmentalism (SENSE). Network Empowering Women gave report and are pushing to be a constituencies group here on campus. Gave a brief presentation on what CSC is and its responsibilities. Next meeting is scheduled for January 15, 2021.

E. Cheek asked if any more discussion with the Chancellor on stipends?

A. Travelstead – Still in the research stage. Chancellor is working with Judy Marshall. Still a viable option.

E. Cheek requested further discussion with Chancellor at Friday's meeting on stipends.

B. **School of Medicine Civil Service Council** – Megan Matzat – Vaccines are on campus, received first batch of one thousand.

C. **Annuitants Association** – C. Harvey – No report, but encouraged membership for (AA).

D. **Human Resources** – J. Watson – State Universities Civil Service System Office audit in February 2021 from 07/2016 to 12/2020. May need updated job descriptions and will select certain positions to evaluate and have review with employees and supervisors. Will be remote.

E. **SURS Member Advisory** – Mary Nippe – No report.

F. **Council Committees**

1. **Executive/Budget** – E. Cheek – Met and set the agenda.

A. Travelstead received report from budget office on state funds. CSC has spent \$0 and budget is \$1880. Funds are available.

2. **Bylaws** – T. Wieseman (absent) - No report.

3. **Civil Service Benefits** – R. Biby – Selected Chair.

4. **Education Assistance** – A. Travelstead – Committee met this morning. Reviewed list of applicants for Spring 2021. 27 applicants, 1 not eligible due to GPA. Discussed funds available. \$880 in payroll deductions, \$2800 endowment, 2 fundraisers- First \$300, Second estimates \$500-\$550. Last semester raised \$4394 altogether. Committee recommends 26 applicants, pending 2 applicants' full-time registration, an award of \$200 per student. Total of \$5200 in awards for 2021 Spring semester. Deficit of \$900 or so, cash on hand in Foundation account is \$3800. Local account is \$18561.50. Next meeting is Wednesday morning about upcoming fundraisers and operating procedures, getting a copy from foundation. Looking to change deadline on application.

Approve 26 applicants an award of \$200, pending 2 for full-time status.

Motion: E. Cheek

Second: S. Newman

A live vote commenced with no opposition. Recusal for D. Harmon, and T. Moore. Motion is passed and status will be verified by January 22, 2021.

Transfer \$4000 from local account to foundation account to cover awards and to maintain the above \$2000 minimum balance.

Motion: S. Newman

Second: R. Biby.

A live vote commenced with no opposition. Motion is passed.

5. **Elections** – T. Moore- Committee has not met but has information and is working on calendar.

6. **Public Information** – S. Newman – No report.

7. **Range** – L. Lefler (absent) – No report.

8. **Staff Excellence** – C. Green – First meeting is scheduled for February 2, 2021 at 1:30 p.m. and second meeting is February 24, 2021 at 3:00 p.m.

G. **Constituency Committees**

1. **Advisory Committee, Director of Public Safety** – T. Moore – Met December 9, 2020 over COVID response for the university. DPS met last March to plan for upcoming fall 2020 semester to develop procedures. Has process in place. DPS would like ideas on how police officers can interact with students during this time. Crime statistics report has been emailed out and will be uploaded to teams.

2. **Affirmative Action Advisory** – Dawn Legier (absent) – No report.

3. **Computing Advisory** – S. Newman - No report.
4. **Honorary Degrees** – S. Garnett (absent) – No report.  
A. Travelstead reported Board of Trustees approved three Honorary Degrees.
5. **Intercollegiate Athletics Advisory** – L. Carter – No report.
6. **Naming University Facilities** – A. Fobs – No report.
7. **Parking and Traffic Appeals** – E. Cheek – No report. Next meeting February 25, 2021.
8. **Recreational Sports and Services Advisory** – E. Cheek – No report. Next meeting February 18, 2021.
9. **Student Center Advisory** – J. Brant – No report.
10. **Traffic and Parking** – M. Shields – Met December 14, 2020 remotely, notes are attached to agenda. SIUC still named Top 20 Wheelchair Campus. Scooter Ride Share – No discussion due to COVID. Discussed Lot 37 and dental clinic parking. Patients having to pay for parking becoming an issue. Will check on other institutes policies. FY 2022 Prices and Fees are looking at increasing the price for parking stickers and also considering that grad assistants are able to purchase blue stickers. No action yet, purely informational, but will vote on at next meeting. Sales are down due to COVID. Capital improvement projects looking at some lots to repave/resurface. Listed in report. No meeting scheduled as of yet.  
  
S. Newman – suggested to check with the Counseling Center at Wham to see how they handle their parking.  
  
T. Price – How will I be notified about upcoming committee meetings?  
  
S. Newman – You will receive an email.  
  
C. Harris – Will parking sticker price be lower for grad assistants?  
  
M. Shields – Unknown until next meeting.
11. **University Joint Benefits** – E. Cheek – No report.

#### H. **Special/Other**

1. **Chancellors Planning and Budget** – M. Shields. No report. Next meeting February 16, 2021.
2. **Chancellor Search Advisory** – E. Cheek – No report. Next meeting February 28, 2021.
3. **Diversity Committee** – C. Harris – No report. Some email correspondence.
4. **Employee Advisory Committee to the Merit Board** – S. Garnett (absent) – No report.
5. **Legislative Advisory** – J. Brant – Fair Tax not passing will have a negative impact on higher education.
6. **New Committee** – T. Wieseman (absent) – No report.  
A. Travelstead reported New Committee file added to Teams.
7. **Search Committee for Associate Chancellor for Diversity** – L. Carter – Search has been halted. Chancellor Lane would like the position to be changed to Vice Chancellor. Redoing position

description, will include Title IX, and position will be reposted.

VI. **Old Business** – S. Newman - Still needs bio pics and descriptions.

A. Travelstead – Will discuss at next Executive Council meeting who has not submitted.

VII. **New Business** – T. Price – Chancellor Search Advisory Committee not listed on website.

VIII. **Non-Agenda Items** – A. Travelstead – After Chancellor's Leadership Council Matt Kupec (Southern Illinois Foundation Chief Executive Officer), suggested monetary awards for Civil Service Employees.

L. Carter – How will employees be selected for awards?

A. Travelstead – Not exactly sure. Will follow up at next meeting.

M. Shields – Suggests not a nomination but more of an application process.

Megan Matzat – It's possible that it will be taxable income.

IX. **Adjournment** –

Motion: S. Newman

Second: D. Harmon