

2020-2021 Civil Service Council (Session 1)
Wednesday, May 5, 2021
Student Services Room 150-160 & Microsoft Teams Video Conference
1:00 P.M.

I. Call to Order

The May meeting first session was called to order by President Anthony Travelstead.

II. Roll Call of Membership

Members Present: Elizabeth Cheek, Cynthia Green, Deborah Harmon, Crystal Harris, Lorrie Lefler, Tara Moore, Shannon Newman, Jason Phillips, Tina Price, Terry Richardson, Marianne Shields, Andrea Steen, Anthony Travelstead, Tammy Wieseman

Members Absent: Richel Biby, Lindsey Carter

Guest: Josh Frick, Megan Matzat, Mary Nippe, Dana Roland, Matthew Stottler, Jennifer Watson

III. Guest Speaker: None

-A. Travelstead – Jamie Clark will give a presentation next month.

IV. Approval of the Minutes

Motion: E. Cheek

Second: L. Lefler

A vote commenced: 0 opposed, 0 abstentions; The minutes from April 2021 meeting were approved as written.

V. Announcements: None

VI. Reports

A. Council President

1. Chancellor Meeting – Met April 9th, next scheduled meeting is May 7th.

-A. Travelstead – Discussed bullying policy, he recommended getting together to discuss and fine tune things. Discussed graduation, it is this weekend and invited graduates from 2020 to walk. Talked about return to work and he wanted to make clear May 3rd is the expiration for remote work agreements. Exceptions can and will be made by direct supervisors. Send any concerns you would like addressed to me by Thursday afternoon for the next meeting. I have already been contacted about constituency concerns in regards to salary raises.

-J. Phillips – Is there a funding method in place for auxiliaries for raises?

-C. Harris – Not every department has auxiliary funds. As an example, with benefit increases, this person in a two-year term has lost an average of 5.14% of their pretax earnings. With minimum wage issues, no salary increases, and cost of living increases you have employees making less than minimum wage after it's averaged out. For the non-union classifications, they asked me to bring this to council and ask the council if they'd be willing to get behind it and make it more aware.

-J. Phillips – With no fee increases the auxiliaries will be strapped for cash.

-C. Harris – They're trying to rely on other funds rather than just state funds.

-L. Lefler – The Range Committee put forward those positions to be reviewed by HR that were under \$14.25. Do you know where that stands?

- A. Travelstead – I do not.
- C. Harris – A lot of employees have to work a side gig to bring in extra income.
- M. Shields – You may ask the Chancellor about the salary study.
- 2. Board of Trustees Meeting – Next scheduled meeting is April 29th in Carbondale.
 - A. Travelstead – No increases in tuition, except for the School of Medicine with a 2% increase. Fees will not increase for the sixth year in a row. Some program fees will increase. The board approved the appointment of Dr. Shelia Caldwell as the SIU System VP of Antiracism, Diversity, Equity and Inclusion. They approved the sale of some revenue bonds and sales certificates for participation used for the Capital Improvement Program. Mary Nippe was appointed Director of Risk Management. Also, they approved temporary financial arrangements equal to FY 21-22 until the State Budget is in. Next meeting is July 15th in Springfield.
- 3. Chancellors Leadership Council – Met April 16th, next scheduled meeting is May 14th.
 - A. Travelstead – I was unable to attend.
- B. School of Medicine Civil Service Council – Jo Turley
 - M. Matzat – No report
- C. Annuitants Association – Carolin Harvey – No report
- D. Human Resources – Jennifer Watson
 - J. Watson – This is Benefits Choice period. Make sure to make your changes before May 31st. Also, update your personal information on the HRSS website.
- E. SURS Member Advisory – Mary Nippe – Meets in April
 - M. Nippe – We haven't met since November 2019 until our April 19th meeting via Teams. Suzanne Mayer is Interim Executive Director, Martin Noven retired in February. The board plans to use an outside firm to do a national search for a replacement. Will start in May and hoping to have in position by Fall. Also, searching for a Chief Diversity Officer. SURS employees have worked remotely and are continuing to do so. SURS funding level is at 42% and on track to be at 90% by FY2045. SURS has over 240,000 members, 55% in Tier I and 45% in Tier II. SURS paid out over 2.74 billion in benefits last year. SURS has taken on two major projects in the last year; redesigning the Self-Managed Plan and creating a SURS Deferred Comp Plan. The report will be uploaded on Teams. Working to establish an online tool to help new members make an informed plan choice decision. SURS had two new appointees to the board. Legislative report given and available online.
 - A. Travelstead – With Mary's new position, she moved into AP and out of CS. We will keep you on until the Executive Committee can meet and make that determination.
- F. Council Committees
 1. Executive/Budget – Elizabeth Cheek – Met and set agenda.
 - A. Travelstead – Budget report passed around and will be posted online.
 2. Bylaws – Tammy Wieseman – No report
 3. Civil Service Benefits – Richel Biby – No report
 4. Education Assistance – Anthony Fobs/Anthony Travelstead – Had Spring Flea Market on Sunday, April 25th due to rain. 18 participants signed up, 16 paid and 2 were walk-ins, 4 no shows. We brought in \$670 with total expenses of \$245.61. Total profit was \$424.39. Sitting at \$4736 for Spring 2021. I asked the committee for other ideas and looking at doing another Quatro's event. Application process is online and we have 17 applicants, so far. Deadline has changed; for Fall semester it's May 30th and Spring 2022 semester it's November 30th.
 - C. Green – Does a step child qualify?

- A. Travelstead – Yes, if they are a dependent.
- A. Fobs – The expenses for the flea market, was that for renting the parking lot or fees?
- A. Travelstead – They donated the parking lot, fees were for trash cans, hauling trash away, and barricades.
- A. Fobs – I want to look into this and see if it's possible to get this waived.
- A. Travelstead – I'm sure we can look into this. Maybe Elizabeth can chime in.
- E. Cheek – Custodial cannot step in and cross unions lines as this work is Grounds.
- 5. Elections – Tara Moore – We had one open seat in Admin & Finance that was filled by A. Travelstead. One seat was open in Student Affairs and D. Roland won that seat. Provost had two openings, S. Newman retained her seat and M. Stottler was elected to the other seat. The General Sector had 5 write-in candidates but no one was willing to take that seat so a vacant seat remains.
 - A. Travelstead – I believe A. Steen is the longest serving member in that sector. Can I have you A. Steen, to have your sector find someone to fill that vacant seat?
- 6. Public Information – Shannon Newman – No report
- 7. Range – Lorrie Lefler – No report
- 8. Staff Excellence Committee – Cyndy Green – No report. They were awarded at the last session on April, 26th and we are done until next January.
- G. Constituency Committees
 1. Advisory Committee, Director of Public Safety – Tara Moore – We met on April 14. There's an open survey for DPS and anyone may participate. It's on the Saluki Watch Dawg Newsletter and Facebook. Crime data was released and crime is low for a campus our size. They are moving toward a new system for crime data.
 2. Affirmative Action Advisory – Dawn Legier – No report
 3. Computing Advisory – Shannon Newman – No report
 4. Honorary Degrees – Shari Garnett
 5. Intercollegiate Athletics Advisory – Lindsey Carter – No report
 6. Naming University Facilities – Anthony Fobs – No report
 7. Parking and Traffic Appeals – Elizabeth Cheek – Met on April 14th. There were 5 appellants, 5 citations, 1 was granted, 2 were denied, 1 was reduced, 1 was a no-show. Next meeting is June 29th.
 8. Recreational Sports and Services Advisory – Elizabeth Cheek – Met on April 15th. Report was uploaded and the next meeting is September 16th.
 9. Student Center Advisory – Shannon Newman – No report
 10. Traffic and Parking – Marianne Shields – No report
 11. University Joint Benefits – Elizabeth Cheek – No report
- H. Special/Other
 1. Chancellor's Planning and Budget – Marianne Shields/Elizabeth Cheek – No report
 2. Chancellor Search Advisory – Elizabeth Cheek – Met April 22nd. No summer meetings and a future meeting date is TBD. He mentioned wrapping up the Listening and Learning Tours. He met with around 106 different groups of people. The emerging themes were student success and engagement, research and innovation, diversity, equity and inclusion, sustainability, and branding and partnerships. Hopes to have the Strategic Plan ready by July. Has giving goals connected to the five pillars. Hoping to allocate resources to those initiatives. He mentioned internal equity issues and moral. SIU has been on the road to the metro-east recruiting students. Promoting and encouraging community college transfers. Working on marketing to

enhance our brand in the Chicago area with new billboards. Fall planning is to return to normal. Free testing for students is offered by SIH and the Jackson Co. Health Dept. Commencement is this weekend at Saluki Stadium and he is preparing for the State of University Address the following Monday after our meeting. Touched on personnel changes; Judy Marshall retiring and Julie McReynolds temporarily filling position, Lori Stettler in the search process, Associate Chancellor for Enrollment Management, Diversity, Equity and Inclusion, Rae Goldsmith left and Kim Rendfeld is interim, hoping to move forward with the Director of Facilities and Energy Management position, mentioned Tracy Bennett's retirement, Jon Frost left and Amanda Sutton is interim, also several dean searches and the CIO search.

-S. Newman – They are still looking for volunteers for graduation on Saturday.

3. Diversity Committee – Crystal Harris – Discussed planning of diversity week, and we met right after the George Floyd verdict so most of the conversation was about that and how to move forward for Fall and making sure needs are addressed. The community is involved in our group now, and a lady from the City of Carbondale talked about this 5 on 5 event. They have 5 police officers and 5 members of the community attend a round table discussion about issues. We're trying to get this on campus so more can attend. Next meeting is May 12th at 4pm. They made an offer to a candidate and they declined so, the Chancellor extended the deadline till April 30th and the other candidate is still being considered.
4. Employee Advisory Committee to the Merit Board – Shari Garnett – No report
5. Legislative Advisory – Tammy Wieseman – The State of Illinois lost a congressional seat and I will post the link in the chat.
-S. Newman – The president is trying to put forth a bill to make Community College free.
6. NEW Committee – Crystal Harris – May 11th is the NEW Reception at Becker's Pavilion starting at 4:30pm. Next meeting is with the Chancellor on May 21st and will discuss more women roles on campus.
7. Search Committee for Vice Chancellor for Diversity – Lindsey Carter – No report
8. System Staff Advisory – Anthony Travelstead – The system is looking at submitting a policy for remote work for all campuses. A sub-committee was put together at the systems office level and a draft has been submitted. Meeting is next week.
9. Search Committee for Dean of CALPS – Marianne Shields – Waiting for the Provost to decide.
10. Search Committee for Dean of HHS – Tina Price – Report submitted
11. Search Committee for System VP of Antiracism, Diversity, Equity & Inclusion – Anthony Travelstead – They hired Dr. Sheila Caldwell.

VII. Old Business – Attendance Policy

-A. Travelstead – Executive Committee discussed reinstating the attendance policy now that we are able to meet in small groups and via Teams.

-S. Newman – I think it would be a good time to start now, since we are starting the next meeting with the new council.

Motion: S. Newman – To reimplement the attendance policy according to the bylaws for Civil Service Council as of today.

Second: T. Moore

A vote commenced; 0 opposed, 0 abstentions. The attendance policy for Civil Service Council has been reimplemented as of today.

VIII. New Business
None

IX. Non-Agenda items

-A. Travelstead – We just concluded elections and I want to recognize the members of council exiting. Marianne Shields, I have a certificate for you in appreciation of your service to the Civil Service Council. Also, Richel Biby is leaving the council and I have a certificate for her, as well.

X. Adjournment

Motion: M. Shields

Second: S. Newman

2021-2022 Civil Service Council (Session 2)
Wednesday, May 5, 2021
Student Services Room 150-160 & Microsoft Teams Video Conference
2:00 P.M.

I. Call to Order

The May meeting second session was called to order by President Anthony Travelstead.

II. Roll Call of Membership

Members Present: Elizabeth Cheek, Cynthia Green, Deborah Harmon, Crystal Harris, Lorrie Lefler, Tara Moore, Shannon Newman, Jason Phillips, Tina Price, Terry Richardson, Dana Roland, Andrea Steen, Matthew Stottler, Anthony Travelstead, Tammy Wieseaman

Members Absent: Richel Biby, Lindsey Carter, Anthony Fobs

Guest: Josh Frick, Jennifer Watson

III. Welcome and Introductions

-A. Travelstead – We have two new members, Dana Roland and Matthew Stottler. Dana, do you want to tell us a little about yourself?

-D. Roland – I’m currently at the Rec Center but as of Friday I’ll be moving to OSPA. I’ve been on campus going on 17 years.

-A. Travelstead – We also have Matthew Stottler. Matt would you like to introduce yourself?

-M. Stottler – *recording cut out*

-S. Newman – Do you prefer Matt or Matthew?

-M. Stottler – I go by Matthew.

-A. Steen – I’m calling in and I’m not able to hear anything unless they are close to the microphone. I didn’t hear anything Matthew said. It’s echoing and distorting on my end.

-A. Travelstead – We can go through and hit on everybody else. I’m Anthony Travelstead, I’m the President of the Council. I’ve been at the university for 20 years and I work over at Campus Mail.

-E. Cheek – I’m Elizabeth Cheek and I’m the Vice President of the Council. I’ve been on campus for 20 years and work for Plant and Service Operations, Grounds Department.

-S. Newman – I’m Shannon and I’m the Secretary. I’ve been in IT for over 7 years and have 11 or 12 years at the university from previous years.

-T. Richardson – I’m Terry Richardson and I’ve been at the university for 10 years. The last two at the College of Engineering in the Deans Office.

-J. Phillips – I’m Jason Phillips with Student Health Services. I’ve been at the University for 30 years and 13 on the council.

-D. Harmon – I’m Debbie Harmon and work in the Deans Office at the College of Mass Communication and Media Arts soon to be the College of Arts and Media. I’ve been on campus probably 25+ years.

-C. Harris – Hi, I’m Crystal Harris. I work at the Assistantship Fellowship Office within the Graduate School. I’ve been on campus for 19 years.

-C. Green – Hi, I’m Cyndy Green. I work at the Physical Plant in Building Services. I’ve been on campus a little over 19 years and on the Council since 2015.

-T. Moore – 22 years on campus in Human Resources and on council 8 years on and off.

-L. Lefler – I’m Lorrie Lefler and I work in the Vice Chancellors of Student Affairs Office. I’ve been on campus for 16 years and this is my second year on council.

-T. Price – I'm Tina and I'm at the Advanced Coal and Energy Research Center. I'm getting my 20-year parking sticker this Fall and this is my first year with the council.

-A. Steen – Welcome Dana and Matthew, I'm Andrea Steen and I work in University Communications and Marketing. I've been at SIU for about 15 years. Welcome aboard.

IV. Orientation

A. Council Membership

-A. Travelstead – There is a membership roster on Teams. Look to make sure information is correct.

B. Officers

-A. Travelstead – We have 4 officers on council; President, Vice President, Treasurer, and Secretary. They are elected to a two-year term. Two are elected every other year. This year, President and Treasurer are up for elections.

C. Committees

-A. Travelstead – We have a number of committees in which you can serve on. A list of responsibilities and duties is on the new member orientation file in Teams. Also, in the Teams file there is a committee preference sheet. We will be making appointments to these committees and seating them at our next meeting so, please fill the committee preference sheet out and return to Josh or myself by May 19th. Also, there is a calendar for our upcoming meeting schedule in Teams file. There is an officer nomination form on Teams for the open seats of Treasurer and President.

V. Selection of Officer Nomination Committee

-A. Travelstead – We need 5 people and looking for volunteers to serve on this committee. Volunteers include: Lorrie Lefler, Jason Phillips, Matthew Stottler, Dana Roland, Tara Moore.

-A. Travelstead – Jason, since you've been here the longest I'll charge you with forming the committee and electing a chair.

VI. Non-Agenda Items

A. Card and Flower Fund Guidelines

-A. Travelstead – This is also uploaded in Teams. We usually take a donation from council members and that donation is used toward the purchase of flowers or cards in the event of illness, sickness, or death of a current or past council members or whomever the council sees fit to receive something like this. Typically, we ask for a \$5 donation around the July meeting. Shannon will collect that donation.

VII. Adjournment

Motion: L. Lefler

Second: M. Stottler