

**2021-2022 Civil Service Council**  
**Wednesday, October 6, 2021**  
**Microsoft Teams Meeting**  
**1:00 P.M.**

**I. Call to Order**

The October meeting was called to order by President Anthony Travelstead.

**II. Roll Call of Membership**

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

Members Absent: Lorrie Lefler

Guests: Renee Colombo, Josh Frick, Victor Martin

**III. Guest Speaker: None**

**IV. Approval of the Minutes**

Motion: E. Cheek

Second: C. Green

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

**V. Announcements**

A. Travelstead reported interviews for the three finalists for the Chief Information Officer (CIO) position will be from 12pm-1pm on October 18<sup>th</sup>, 19<sup>th</sup>, and 21<sup>th</sup>. They will be held via Zoom for constituency members. Also, looking for volunteers to serve on the Search Committee for the Vice Chancellor of Research and Graduate Dean. A. Travelstead called for volunteers; Crystal Harris, Terry Richardson, and Victor Martin volunteered. Those three volunteers will be submitted to Matt Baughman.

**VI. Reports**

A. Council President

1. Chancellor Meeting – Met September 24<sup>th</sup>. Next meeting is November 12<sup>th</sup>. Inquired about the bullying policy but will need to set up a meeting with Matt Baughman. Spoke about COVID testing and how it is to be administered to CS workers who don't work the hours that the testing area is open. This will be handled on a case by case basis. Failure to be tested; first time is a verbal warning, second time is a written warning, and third time is termination. Spoke about ongoing search committees; VC for Administration and Finance with A. Fobs as CSC representative, VC for Student Affairs with L. Lefler as CSC representative. Discussed upcoming search committees for the CIO position, the Liberal Arts Dean, the FEM search, and VC Research and Graduate Dean. Discussed the salary increase and the way it's worded is it goes to non-represented employees. The employees represented it will need to be worked into the contracts. If there is a current contract in place and they have a me-too clause, they will automatically receive the increase. If the contract is expired and under negotiations it will need to be worked into the new contract.

2. Board of Trustees Meeting – Met September 16<sup>th</sup>. Next scheduled meeting is December 2<sup>nd</sup> at SIUC. The highlight was the 2% increase in salaries. The Systems Office, SIUC and SIUE received 2% and the School of Medicine received 2.5%. The board calendar was approved for 2022. Voted and approved the operating budget for SIU and it's roughly \$930 million. Five million for the Systems Office, \$263 million for the School of Medicine (up 16%), Edwardsville receives \$308 million (up 5%), Carbondale receives \$353 million (up 4.5%). Tuition waivers totaled \$47 million with \$430,000 by the School of Medicine, \$13 million by SIUE, and \$33.5 million by SIUC (\$12 million for undergraduate and \$21 million for graduates). The board also approved Marc Morris as Interim Associate Provost for Academic Administration.
  3. Chancellors Leadership Council – Met September 20<sup>th</sup>. Next scheduled meeting is October 13<sup>th</sup>. Presentation given on the final draft of the Strategic Plan and that will be posted in Teams. Presentation given on static billboards. The university has about 50 billboards to help with recruiting and they all revolve around the imagine theme. The Alumni Association Mentoring Program was discussed and if you have questions you can post it online and with the new technology your question will be sent to alumni who can best answer it. The attestation process and follow up was discussed. Spoke about the testing site at Grinnell Hall and had about 400 people get vaccinated at the vaccination clinic in the Student Center. Enrollment was discussed too.
- B. School of Medicine Civil Service Council – Jo Turley – No report.
- C. Annuitants Association – Carolin Harvey – No Report.
- D. Human Resources – Renee Colombo – Working on salary increases. COVID noncompliance emails coming from HR will be for anyone not tested and working with departments that don't use email accounts. Jackson County will be here on October 26<sup>th</sup> and 27<sup>th</sup> for flu shots. They will be in the Alumni Association court yard under the tent behind Woody Hall from 8:30am to 4:30pm. A. Travelstead asked how many employees have been affected by the noncompliance for COVID attestation and testing. R. Colombo couldn't answer the question because HR is responsible for knowing the employee's vaccination status or if they are in the testing process. The employee's supervisor or department is responsible for the disciplinary process.
- E. SURS Member Advisory – Elizabeth Cheek – Has not met.
- F. Council Committees
1. Executive/Budget – Elizabeth Cheek – A. Travelstead reported committee met and set agenda. Travelstead also gave an updated budget report: FY2022 budget is \$1,880; Local account balance is \$15,681.22 (not including the check from Silkworm for shirt sales of about \$900); Foundation account is \$3,788.88 (after Fall awards of \$5,800). The thank you letter requirement for awards to be released is no longer valid.
  2. Bylaws – Shannon Newman – No report.
  3. Civil Service Benefits – Tina Price – No report.
  4. Education Assistance – Anthony Fobs/Anthony Travelstead – A. Travelstead reported the 9/21 Quatro's Day went well and will receive 30% of sales. Looking at having another Quatro's Day on 12/7. Profits from Silkworm was \$932.13 and are looking at doing this again from 11/1 through 11/20. There has been discussion about not having the Civil Service luncheon due to COVID restrictions but will decide during the next Education Assistance Committee meeting. Payrolls deductions brings in around \$94 a month and looking at pushing this incentive. M. Stottler

asked about making a one-time donation. E. Cheek suggested the Day of Giving. A. Travelstead suggested calling the foundation to make a one-time donation or any Executive Committee member can collect the donation.

5. Elections – Tina Price is Chair of committee.
  6. Public Information – Shannon Newman/Tammy Wieseman – No report but looking at having a meeting for newsletter article content.
  7. Range – Lorrie Lefler – No report.
- G. Constituency Committees
1. Advisory Committee, Director of Public Safety – Andy Hawkins – No report.
  2. Affirmative Action Advisory – Dawn Legier – Has not met, looking into seeing if the committee is still meeting.
  3. Computing Advisory – No report.
  4. Honorary Degrees – Shari Garnett – Report in Teams.
  5. Intercollegiate Athletics Advisory – Victor Martin – Has not met and still recruiting members for the committee.
  6. Naming University Facilities – Anthony Fobs – No report.
  7. Parking and Traffic Appeals – April Imhoff – Emailed Shannon and they have not met.
  8. Recreational Sports and Services Advisory – Elizabeth Cheek – Submitted report and added they met on 09/16 and the next meeting is 10/21.
  9. Student Center Advisory – Shannon Newman – No report.
  10. Traffic and Parking – Marianne Schoonover – Has not met.
  11. University Joint Benefits – Elizabeth Cheek – Has not met. A. Travelstead said the committee is working on gathering members and electing a chair.
- H. Special/Other
1. Chancellor's Planning and Budget – Elizabeth Cheek – Has not met.
  2. Chancellor Search Advisory – Elizabeth Cheek – Has not met.
  3. Diversity Committee – Crystal Harris – Agenda submitted, met and trying to assess how operation of the committee previously functioned and how they want to move forward. The committee is now called the Chancellors Task Force for Diversity and Inclusion.
  4. Employee Advisory Committee to the Merit Board – Shari Garnett – A. Travelstead reported a request came from HR that an election for this position is coming up later this month because S. Garnett's term is ending. Application and signature petitions open on the 15<sup>th</sup> and close on the 20<sup>th</sup> with the election to follow.
  5. Legislative Advisory – Matthew Stottler – The Federal Infrastructure Bill is in question. Updated information on SURS requirements is available on their website. Starting to see recovery funds filter down through the municipalities. Looking into the university relief funds and also looking at doing a newsletter as things change.
  6. NEW Committee – Crystal Harris – Met 09/29. Talked about setting up a structure to the committee and how to start raising money. As of 9/21, 73% of faculty and staff are fully vaccinated and 53% of students are fully vaccinated. Changing the name of the committee has been tabled and no further meeting date has been set.
  7. System Staff Advisory – Anthony Travelstead – No report.
  8. Search Committee for VC Student Affairs – Lorrie Lefler – A. Travelstead reported an offer was submitted to a candidate and they are currently in the negotiation stage.

9. Search Committee for CIO – Shannon Newman – They have 3 finalists with three interviews set for 10/18, 10/19, and 10/21. Will be an open forum to the committee groups.

**VII. Old Business**

A. Travelstead reported they are keeping track of attendance. The attendance policy is if you miss two meetings you will receive a letter. The third missed meeting you are brought before the Executive Committee to explain your reasoning. On the fourth absence you are dismissed from the Civil Service Council. You may use a proxy and be excused, but no more than once in a twelve-month period. Travelstead also reported that the academic calendar committee met on 09/21 and L. Lefler is the CSC appointee. A. Travelstead attended as proxy and they discussed the FY2022 Juneteenth holiday and how to approach it. The committee recommended doing the same set up as the Veteran’s Day holiday. Travelstead added that on June 17<sup>th</sup> Governor Pritzker signed Public Act 1020015 that allows counties with less than 100K population to have a polling facility inside their county jails. With the added amendments to this bill it will make November 8, 2022 a state holiday. That holiday is not included on the FY2022 calendar and has to be recognized. S. Newman reported which members she has received money from for the card and flower fund and has an extra \$5 not accounted for.

**VIII. New Business**

None

**IX. Non-Agenda Items**

A. Travelstead reported that T. Moore’s mother-in-law passed away last weekend and expressed condolences. S. Newman reported a keepsake has been purchased from the card and flower fund and she will deliver it once it arrives.

**X. Adjournment**

Motion: S. Newman

Second: T. Moore