

**2021-2022 Civil Service Council**  
**Wednesday, September 1, 2021**  
**Microsoft Teams Video Conference**  
**1:00 P.M.**

**I. Call to Order**

The September 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, Lorrie Lefler, Tara Moore, Shannon Newman, Jason Phillips, Terry Richardson, Andrea Steen, Matthew Stottler, Anthony Travelstead, Tammy Wieseman  
Members Absent: Dana Roland, Tina Price  
Guests: Paul Frazier, Josh Frick, Carolin Harvey

**III. Approval of the Minutes**

Motion: E. Cheek

Second: T. Richardson

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

**IV. Announcements**

A. Travelstead stated a former alum is interested in donating money to our Education Assistance Program. Travelstead is working with the foundation to get that in order. The donor's mother was the secretary to the Dean of Liberal Arts and is looking at making multiple payments throughout the year.

Guest Speaker: Dr. Paul Frazier (Vice Chancellor for Diversity, Equity, and Inclusion)  
Dr. Frazier comes from the University of South Alabama and was at Texas Tech before that. One reason for taking the job was the diverse nature of the student body, faculty, and staff. Dr. Frazier's office supervises the resource centers and the Office of EEOC. In addition to DEI work, looking at the structure and how hires are made. Dr. Frazier sees a need for an anonymous reporting structure or system. Currently in 3 searches for hires, Director for the Multicultural Resource Center, LGBT+ Resource Center Director, then looking at adding an Asian Resource Center. M. Stottler asked if any changes are taking place for the hiring process right away? Dr. Frazier answered they sent something to cabinet yesterday and would like to make some changes immediately. A. Travelstead asked what do you feel you can do to help morale of the employees on campus? Dr. Frazier said money and titles mean a lot but more importantly is acknowledging your work. He added his office would like to look at supporting professional development opportunities. Dr. Frazier said he's still learning about SIUs processes and in that, understanding where people are and where they want to be. A question he asks people is where do you see yourself in 5 years? He believes his role is to be a resource to help them get there. C. Harvey commented that when she served as CS President and extra responsibilities were given to CS employees no compensation would be given but AP employees seemed to be compensated for their extra duties. Harvey added that employee morale was low and lack of acknowledgement and appreciation was given. Dr. Frazier agreed and said you will see, in the near future, some changes that will address that. E. Cheek said just being offered professional development would be a start. Cheek

added she has been here for two decades and has never been offered professional development. Dr. Frazier asked, in your area what would that look like? Cheek replied any type of training or opportunity to learn a higher position. C. Harvey added not only CS but those who supervise CS. Dr. Frazier agreed and said we all have to do better. Frazier added his office could provide training but he just needs to know what kind. L. Lefler questioned recent hiring practices of administrators and that it had been noted by several people that some hires are friends, former colleagues or classmates of the Chancellor. Dr. Frazier replied he didn't know the Chancellor before he was hired and doesn't know of any friends or former classmates hired. Frazier added the practices he has been a part of have been fair and followed policies. He's asked to produce reports to make public about the hiring practices. A. Travelstead thanked Dr. Frazier for his participation and invited him to attend future meetings.

## **V. Reports**

### **A. Council President**

#### **1. Chancellor Meeting (Met August 19<sup>th</sup>/Next meeting September 10<sup>th</sup>)**

A. Travelstead reported discussing the bullying policy. Asked about university joint benefits and will follow up with Leslie in the Chancellor's Office. Spoke about Council of Councils funding and the ombudsman appointment. Looking at appointing Lori Foster to cover the staff side. Talked to the Chancellor about remote work and the universities policy is on the systems page. The Chancellor did not have numbers because it does not come through him for approval anymore. Approval is through supervisors and immediate management. Spoke about enrollment and the Chancellor was excited about numbers. We have the largest freshman class in 5 years, up to 1422. Overall numbers are stagnant. The Chancellor mentioned to be looking at the September BOT meeting. They will be looking at salary increases for employees. Next meeting is Friday, September 10<sup>th</sup>. C. Harvey asked if raises do happen, will they be retroactive to July 1<sup>st</sup> and are the meetings one on one or with the constituency heads? A. Travelstead answered the raises would not be retroactive and if they happen it would start October 1<sup>st</sup>. Travelstead added his meetings are one on one with the Chancellor.

#### **2. Board of Trustees Meeting (next meeting September 16<sup>th</sup>)**

#### **3. Chancellors Leadership Council (next meeting September 20<sup>th</sup>)**

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

### **C. Annuitants Association – Carolin Harvey – Scheduling a meeting for September. Did not meet over the summer. An executive meeting is scheduled for the following week and the fall board meeting will be in October. C. Harvey pushed for membership of the Annuitants Association.**

### **D. Human Resources – Renee Colombo – No report. A. Travelstead referred to T. Moore. T. Richardson asked about a COVID policy for using time while in quarantine. T. Moore said if someone is in quarantine they will need to use their own time (sick or vacation) or if the supervisor is agreeable to remote work. Moore added that extended sick leave is completely different.**

### **E. SURS Member Advisory – Elizabeth Cheek – Has not met.**

### **F. Council Committees**

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

#### **2. Bylaws – Shannon Newman – No report.**

#### **3. Civil Service Benefits – Tina Price – No report.**

4. Education Assistance – Anthony Fobs/Anthony Travelstead – Committee has not met but having a Quatro’s fundraiser set for September 21<sup>st</sup>. Spoke earlier about an alum looking to donate. Reported having a decrease in payroll deductions and looking at promotions to increase this. The apparel sale with Silkworm had a delay but will be picking up orders sometime today and will start distributing them tomorrow. Reported having more than 60 buyers and the profit from the sale is not yet known. J. Frick forwarded over an application he received and the deadline is November 30<sup>th</sup>.
  5. Elections – Tara Moore – No report.
  6. Public Information – Shannon Newman/Tammy Wieseman – No report.
  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 – No report.
  3. Computing Advisory – Shannon Newman – No report.
  4. Honorary Degrees – Shari Garnett – No report.
  5. Intercollegiate Athletics Advisory – Victor Martin – No report.
  6. Naming University Facilities – Anthony Fobs – No report.
  7. Parking and Traffic Appeals – April Imhoff – No report.
  8. Recreational Sports and Services Advisory – Elizabeth Cheek – Has not met.
  9. Student Center Advisory – Shannon Newman – No report.
  10. Traffic and Parking – Marianne Schoonover – No report.
  11. University Joint Benefits – Elizabeth Cheek – Has not met.
- H. Special/Other
1. Chancellors Planning and Budget – Elizabeth Cheek – Has not met.
  2. Chancellor Search Advisory – Elizabeth Cheek – Has not met.
  3. Diversity Committee – Crystal Harris – Met and went over diversity week which is happening now. Both in-person and virtual activities are happening. Can go to website to register and sign in. Will be meeting monthly.
  4. Employee Advisory Committee to the Merit Board – Shari Garnett – No report.
  5. Legislative Advisory – Matthew Stottler – No report.
  6. NEW Committee – Crystal Harris – Had meeting and introduced new members. Dr. Frazer is working with co-chairs to get a coordinator/faculty (50/50) to start getting funding, recognition, and more events happening. Also, discussed RSOs and upcoming events. Will be meeting monthly.
  7. System Staff Advisory – Anthony Travelstead – Meeting on August 16<sup>th</sup>. Made a report to Vice President Gupchup about the direction we’re wanting that committee to run in. We are still in the creation stage.
  8. Search Committee for VC Student Affairs – Lorrie Lefler – Interviews concluded yesterday for the three final candidates. Hoping to hear something soon about the Chancellor’s choice. A. Travelstead asked if anyone attended yesterday’s meeting. T. Richardson replied it went well and the candidate had a different viewpoint than other candidates.
  9. Search Committee for CIO – Shannon Newman – Finished the last interview and having a meeting tomorrow to discuss dwindling down that candidacy pool to bring finalists to campus. A. Travelstead asked how many people are they looking at right now? Newman answered, since she has been added to the committee, she has sat

in on seven interviews. This is to permanently fill Scott Bridges interim position and it will be reporting directly to the Chancellor's Office. They will have a seat on the Chancellor's cabinet and relates to all things technology.

**VI. Old Business**

A. Travelstead reported having no report on the Search Committee for Facilities and Energy Management position. Travelstead mentioned donating \$5 to the card and flower fund. T. Moore asked what is the best way to send donations? Travelstead answered, send it to him through campus mail and he will get it to S. Newman. A. Fobs asked if there will be a search committee for the Director of Labor and Employee Relations? A. Travelstead answered that position isn't high enough. Travelstead added he requested from HR a list of names and email addresses for new Civil Service employees since January to update the listserv. Travelstead reported a Civil Service employee's dependent is enrolled at SIUC and keeps getting denied the 50% off tuition waiver but they are the legal guardian of that student. Legal guardians aren't exactly on the list of what's acceptable, whereas other state universities it is and in the verbiage. We're going to check into it and see if we might be able to get that amended. C. Harvey reported having this situation happen for another organization and specifically asked about guardians and foster children. She was told by an attorney that it's an understood practice in law that should be allowed and doesn't have to be in your written bylaws or policy. A. Travelstead asked T. Moore if she could speak on this. T. Moore said it has to be an adopted child or stepchild but the question has been posed to legal counsel. We haven't heard back from counsel but heard that legal guardians were treated as parents under the law similar to what Harvey mentioned. M. Stottler asked if that's the same deal for any college. T. Moore answered the 50% child waiver is an Illinois public act and has heard other colleges doing it but hasn't seen it in writing.

**VII. New Business**

A. Travelstead said the announcement went out for documentation if you've been vaccinated. If you have not been vaccinated you are expected to submit weekly testing results. The Chancellor called a special meeting with all constituency heads after the Governor's mandate. An email from HR came out this morning with the process for doing this. Travelstead questioned if someone is waiting for results, do you report to work or do you isolate and use sick/vacation time until results are in? T. Moore added that it's her understanding that you don't have to isolate unless you're symptomatic and you just have to submit your results. A. Travelstead mentioned masks are mandated indoors in Illinois. M. Stottler asked about testing and general inquires if you go through your supervisor or HR. T. Moore replied HR will be involved and you will be getting more information in the next day or two.

**VIII. Non-Agenda Items**

C. Harris mentioned grad numbers are up for doctoral and master's level.

**IX. Adjournment**

Motion: T. Richardson

Second: C. Green