

2022-2023 Civil Service Council
Wednesday, August 3, 2022
Student Services Room 307
1:00 P.M.

I. Call to Order

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

II. Roll Call of Membership

Members Present: Kofo Badejo, Thomas Becker, Mickel Cordes, Todd Duermeyer, Anthony Fobs, Cyndy Green, Amelia Ketzle, Diane McIntyre, Jason Phillips, Dana Roland, Terry Richardson, Matthew Stottler, Anthony Travelstead, Chris Woodruff

Members Absent: Elizabeth Cheek (Excused), Marianne Schoonover

Guests: Josh Frick, Victor Martin, Shannon Newman

III. Public Comment

None

IV. Approval of the Minutes for July 2022

Motion: T. Richardson

Second: A. Ketzle

A vote commenced: 0 Nays, 0 Abstentions; The minutes from July 2022 meeting were approved as amended on Teams.

V. Announcements

M. Stottler reported that the Public Information Committee is working on putting out a newsletter.

VI. Reports

A. Council President

1. Chancellor Meeting (Met July 15, Next meeting TBA) – A. Travelstead reported discussing enrollment, with registrations being up. They discussed pay equity between campuses (Carbondale and Edwardsville) and that will be part of Phase II in the Civil Service salary study. Phase I for CS and A/P Staff has been completed, and now starting on faculty. Travelstead received no clarification on whether negotiated positions for CS or A/P were addressed. Phase II should begin in the spring, looking at peer institutions, and an outside firm handle the work. A. Travelstead shared a list of the CS job classifications that were impacted by the first phase of the study. Phase I looked at classifications and titles with more than one employee in them and considered each employee's time in that classification/title as compared to others. Travelstead shared his research into these classifications, and has some follow up questions. The Council discussed the information that was presented. A. Travelstead addressed student employees given confidential responsibilities and duties that a CS employee should do. Travelstead also discussed exit interviews for employees, and they are looking to get this set up through HR at the employee request. The Council discussed the importance of exit interviews and evaluations. Raises were also discussed at the meeting and Chancellor Lane said a 2% raise will be on the BOT agenda for September to be retroactive starting July 1, 2022.

2. Board of Trustees Meeting (Met July 21, next meeting Sept 15) – A. Travelstead reviewed items purchased for the APAA search firm, Google and Facebook advertisement, and renaming the transportation center. It was mentioned that renaming the transportation center did not go through the Naming University Facilities Committee. Also, approved was an increase in the student health fees, VCR appointment, contract extensions for the SIUC Chancellor, SIU President, and Dean for the School of Medicine, along with salary increases, bonuses, and housing allowances for the SIUC Chancellor and SIU President. Travelstead gave reason for the bonus as an incentive to keep these positions and it will be paid from the Foundation, if all goals are met. The Council discussed the items approved by the BOT. A. Travelstead uploaded the BOT agenda into the Teams file.
 3. Chancellors Leadership Council (Did not meet, not meeting till Fall) – A. Travelstead reported they will meet once fall semester begins.
- B. School of Medicine Civil Service Council – Dawn Hattey – No report.**
- C. Annuitants Association – Carolin Harvey – No report.**
- D. Human Resources – Renee Colombo – No report.**
- E. SURS Member Advisory – Elizabeth Cheek – Report posted in Teams file.**
- F. Council Committees**
1. Executive/Budget – Elizabeth Cheek – T. Richardson reported they met and set the agenda. A. Travelstead passed around the CS budget report.
 2. Bylaws – A. Travelstead listed the members and asked them to meet and elect a chair.
 3. Civil Service Benefits – A. Travelstead listed the members and asked them to meet and elect a chair.
 4. Education Assistance – Anthony Fobs – A. Fobs reported approving students with an award of \$250 for the Fall semester. A. Travelstead reported all vouchers have been prepared and sent to the Foundation. Travelstead will transfer the necessary funds to cover the awards and added that CS will have Quatro’s Day on August 23. They are asking all council members to sell five gift certificates to have more members involved. A. Travelstead reported having a luncheon on December 7 at Old Main in the Student Center. A. Fobs added that the next meeting will be September 6. The Council discussed promoting gift cards in departments and spoke about payroll deductions and one-time donations.
 5. Elections – Anthony Travelstead – No report.
 6. Public Information – Matthew Stottler – M. Stottler reported they met, set the agenda, and having a meeting tomorrow. The Council decided to email all members the committee’s newsletter, once completed, for feedback and corrections. Then, it will be distributed on the CS Listserv. A. Travelstead suggested having an employee recognition section in the newsletter.
 7. Range – Amelia Ketzle – No report.
- G. Constituency Committees**
1. Advisory Committee, Director of Public Safety – Andy Hawkins (no report)
 2. Computing Advisory – Amelia Ketzle – No report.
 3. Honorary Degrees – Shari Garnett (no report)
 4. Intercollegiate Athletics Advisory – Victor Martin – No report.
 5. Naming University Facilities – Anthony Fobs – No report.
 6. Parking and Traffic Appeals – April Imhoff – No report.

7. Recreational Sports and Services Advisory – Elizabeth Cheek – No report.
8. Student Center Advisory – No report.
9. Traffic and Parking – Marianne Schoonover – No report.
10. University Joint Benefits – Chad Waters/Elizabeth Cheek – No report.

H. Special/Other

1. Chancellor’s Planning and Budget – Elizabeth Cheek – No report.
2. Chancellor Search Advisory – Elizabeth Cheek – No report.
3. Chancellor’s Task Force on Diversity and Inclusion – Crystal Harris – Has not met, no report.
4. Employee Advisory Committee to the Merit Board – Elizabeth Cheek – Report has been uploaded to Teams.
5. Legislative Advisory – Matthew Stottler – M. Stottler reported a state legislative virtual meeting on October 23 for budget oversight, the burn pit bill was signed and passed yesterday, SURS legislation will meet in late fall or early spring, and SIUC hired an Athletic Director.
6. Network Empowering Women Committee – Crystal Harris (no report)
7. System Staff Advisory – Anthony Travelstead (no report)
8. Search Committee for CIO – Amelia Ketzle – No report. M. Stottler added that applications were due yesterday. S. Newman added that Frank Liu (Dean of the College of Engineering) is Chair of the Committee.
9. Search Committee for VC Admin and Finance – Anthony Fobs – No report. A. Travelstead added that the search was extended.
10. Search Committee for Dir Human Resources – Elizabeth Cheek – No report. A. Travelstead added that the search was extended.
11. Search Committee for Associate Provost for Academic Administration – Matthew Stottler – M. Stottler reported they met with Witt/Kieffer to discuss the process. The Council discussed the hiring of the Athletic Director.

VII. Old Business

1. COVID Reimbursement Committee – The Council discussed if this was a committee of interest in forming. It was previously decided that this would go to the Benefits Committee, and the Council agreed to follow that decision. M. Stottler shared that a constituent has been reimbursed for their sick-time and asked if there is a way to extend the deadline for reimbursement. Council members also discussed if student employees were or should be eligible for this reimbursement. Civil Service Council decided to have the Benefits Committee meet to elect a chair and discussed the COVID reimbursement.

VIII. New Business

A. Travelstead added committee assignments since it was not discussed under Item V, F-1. Travelstead shared a list of appointees and reviewed committee assignments with council members.

Motion: M. Cordes

Second: D. McIntyre

A vote commenced: 0 Nays, 0 Abstentions; The 2022-23 Civil Service committee assignments were approved as presented.

IX. Non-Agenda Items

A. Travelstead said he was contacted by employees from Rainbow's End/Head Start concerning COVID policies. Travelstead stated there is a separate Executive Order for those in the child care industry. This was shared with administration and A. Travelstead was sent a link to the Executive Order. The concern was that this was not listed in the email from the Chancellor concerning COVID policies. M. Cordes asked how does this effect support staff that works with Rainbow's End and Head Start. The Council discussed that they would be treated like visitors and have to wear masks but only employees in these areas have to follow the Executive Order. A. Travelstead said he will find out more information from Chief Newman. T. Duermeyer addressed a concern from a constituent about losing benefit time when their position is converted from A/P to Civil Service. Duermeyer spoke on his own experience in converting from A/P to CS. The Council discussed the difference in benefits between A/P and Civil Service, and decided to follow up with HR about this concern.

X. Adjournment

Motion: T. Richardson

Second: T. Duermeyer