

2022-2023 Civil Service Council
Wednesday, May 3, 2023
Anthony Hall Balcony Conference Room
1:00 P.M.

I. Call to Order

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

II. Roll Call of Membership

Members Present: Thomas Becker, Elizabeth Cheek, Mickel Cordes, Todd Duermyer, Anthony Fobs, Cyndy Green, Amelia Ketzle, Terry Richardson, Marianne Schoonover, Matthew Stottler, Anthony Travelstead, Christopher Woodruff

Members Absent: Kofo Badejo, Diane McIntyre

Guests: Bill Bruns, Ann Coward, Josh Frick, Brandon Gibbs, Tracy Hauser, Tammy Hopkins, Kim Maier, Victor Martin

III. Public Comments

None

IV. Approval of the Minutes from the Meetings

Motion: M. Schoonover

Second: A. Ketzle

A vote commenced: 0 Nays, 0 Abstentions; The minutes from April 5, 2023 were approved as presented.

V. Announcements

None

VI. Reports

A. Council President

1. Constituency Heads Meeting (met April 12, next meeting May 10) – A. Travelstead reported Chief Newman gave a presentation on the active threat drill.
2. Board of Trustees Meeting (met April 27, next meeting July 20) – A. Travelstead reported the agenda is on the BOT website and reviewed a few items. Council members discussed items reviewed.
3. Chancellor Meeting (met April 25, next meeting May 19) – A. Travelstead reported applications and admissions are up, discussed salary increases and the FY24 budget, discussed new hires on campus, and spoke about the equity study to review pay ranges for certain job classifications.

B. School of Medicine Civil Service Council – No report.

C. Annuitants Association – Carolin Harvey – No report.

D. Human Resources – Stacy Peach – A. Travelstead reported receiving an email from Renee Colombo about benefits choice. Health insurance changes can be made up until 05/31/2023.

E. Council Committees

1. Executive/Budget – Elizabeth Cheek – Met and set the agenda.
2. Bylaws – Chris Woodruff – Did not meet.
3. Civil Service Benefits – Diane McIntyre – Has not met.

4. Education Assistance – Anthony Fobs – Made around \$200 from concessions at the flea market and discussion advertising.
*Tracy Hauser (WSIU) gave a presentation about advertising with public broadcasting. Information was presented to members on rates, schedules, and messaging.
 - A. Flea Market – A. Travelstead reported 34 vendors signed up, 6 no shows (3 paid and 3 did not), profit of \$1370 with expenses around \$280. The second Quarto’s event just finished with the first bringing in \$182 and the second is still unknown. There were two Don Taco events, the first bringing in \$450 and the second \$550. Looking at having another dine-in event either at Freddy’s, MOD Pizza, or McAlister’s. The interest account is down about \$200 this year with a total around \$5850 and \$6600 has been raised between interest, payroll deductions, and fundraising events for Fall awards.
5. Elections – Anthony Travelstead
 - A. Election Results/VCSA Seat Coin Toss – A. Travelstead reviewed election results; General Sector elected Elizabeth Cheek (3-year term), Jennifer St Louis (3-year term), and Brandon Gibbs (2-year term); Provost/VCAA Sector elected Ann Coward (3-year term), Tammy Hopkins (3-year term), Kim Maier (1-year term); VC Administration & Finance elected Cyndy Green (3-year term); VC Student Affairs elected Marianne Schoonover (3-year term) and in the vacant seat there were four write-ins and only two were interested. Bill Bruns and Victor Martin attended the meeting and according to the operating paper a coin flip will determine the results. M. Schoonover flipped the coin with V. Martin calling tails. The coin landed on tails and V. Martin was declared the elected member.
Motion: M. Stottler
Second: A. Ketzle
A vote commenced: 0 Nays, 0 Abstentions; The 2023-2024 elected members of Civil Service Council were approved.
6. Public Information – Matthew Stottler – Have not met but the newsletter did go out over the listserv.
7. Range – Amelia Ketzle – Has not met.
- F. Constituency Committees
 1. Advisory Board, Department of Public Safety – Andy Hawkins – Has not met.
 2. Computing Advisory – Amelia Ketzle – No report.
 3. Honorary Degrees – Todd Duermyer – Has not met. A reception for the recipients will be on May 12th at 6pm.
 4. Intercollegiate Athletics Advisory – Victor Martin – Met Monday, discussed Title IX, bids to host NVC baseball, deputy athletic director discussed baseball having their own commencement due to traveling for a competition, student athlete surveys, exit interviews, and looking to start mental health initiatives for student athletes.
 5. Naming University Facilities – Anthony Fobs – Has not met.
 6. Parking and Traffic Appeals – April Imhoff – Met last week with one appeal. That appeal is unknown.
 7. Recreational Sports and Services Advisory – Elizabeth Cheek – Has not met.
 8. Student Center Advisory – Sarah Kroenlein – No report.
 9. Traffic and Parking – Marianne Schoonover – No report.
 10. University Joint Benefits – Chad Waters/Elizabeth Cheek – Has not met.

11. Staff Excellence Committee – Todd Duermyer/Cyndy Green – Ceremony was at 3pm on April 16th at Guyon Auditorium.

G. Special/Other

1. Chancellors Planning and Budget – Elizabeth Cheek/Marianne Schoonover – Has not met.
2. Chancellor Search Advisory – Elizabeth Cheek – Has not met.
3. Chancellor’s Task Force on Diversity and Inclusion – Crystal Harris – No report.
4. Employee Advisory Committee to the Merit Board – Elizabeth Cheek – Reported meeting on April 19-21 and read an email communication out loud. Council members discussed the residency requirement for CS employees.
5. Legislative Advisory – Matthew Stottler – Reported SURS Board approved updating strategic asset allocation targets.
6. Network Empowering Women Committee – Crystal Harris – No report.
7. System Staff Advisory – Anthony Travelstead – Reported meeting next week to review training sessions. Training videos will be posted to the system’s website. Council members discussed 3 topics of interest and provided feedback.

VII. Old Business

- A. Supervisor Evaluation Committee – Anthony Fobs – Met and discussed the required reading assignment.
- B. 2023 Council of Councils – A. Travelstead reported the event is in October and a few names have been put forth with some funding support from the Chancellor. For new members, Travelstead reviewed Council of Councils.

VIII. New Business

- A. Recognition of Outgoing Members – A. Travelstead recognized T. Richardson, T. Duermyer, K. Badejo, and J. Phillips for their service to the Civil Service Council.

IX. Non-Agenda Items

Council members discussed the Saluki Ball.

X. Adjournment

Motion: T. Richardson

Second: A. Ketzle

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Wednesday, May 3, 2023
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2:15 P.M.
[Time Approximate]

XI. Call to Order

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

XII. Roll Call of Membership

Members Present: Thomas Becker, Elizabeth Cheek, Mickel Cordes, Ann Coward, Anthony Fobs, Brandon Gibbs, Cyndy Green, Tammy Hopkins, Amelia Ketzle, Kim Maier, Victor Martin, Marianne Schoonover, Matthew Stottler, Anthony Travelstead, Christopher Woodruff

Members Absent: Diane McIntyre, Jennifer St Louis

Guests: Josh Frick

XIII. Welcome and Introductions

A. Travelstead welcomed new members B. Gibbs, T. Hopkins, K. Maier, V. Martin, and A. Coward. Travelstead gave a brief overview of the council and its role. Members went around the table and gave brief self-introductions.

XIV. Orientation

A. Council Membership/Meeting Schedule – A. Travelstead previously emailed the council a new membership roster and asked if anyone had any changes or corrections to their information. C. Green corrected her email address. M. Stottler corrected his mail code. V. Martin will be added to the list and Travelstead will email the final draft out this afternoon. The meeting schedule was previously sent to members and Travelstead reviewed dates and times for 2024 and 2025.

B. Officers

1. Appoint Officer Nomination Committee – A. Travelstead asked for 5 volunteers needed to serve on the Officer Nomination Committee. M. Cordes, A. Coward, V. Martin, C. Green, C. Woodruff volunteered to be on this committee. Travelstead asked for them to meet immediately after today's meeting and elect a chair.

Travelstead reviewed the roles of each officer position and asked members to review the CSC Bylaws.

2. Officer Candidacy Statement Form – A. Travelstead reviewed the form previously sent and gave a brief description of officer positions. The President and Treasurer positions are open for a two-year term and Secretary is open for one-year.

C. Committees

1. Council Committee Preference Sheet – A. Travelstead reviewed council committees and asked members to fill out their preference sheet and return the form by June 7, 2023.

XV. Other Business

A. Card and Flower Fund Guidelines – A. Travelstead reviewed the purpose for the card and flower fund and asked members for a \$5 donation. Donations will be sent to the Secretary.

XVI. Non-Agenda Items

Council members discussed longevity incentives for university employees.

XVII. Adjournment

Motion: M. Cordes

Second: E. Cheek