

2023-2024 CIVIL SERVICE COUNCIL
Wednesday, August 2, 2023
Student Services Building, Rm 307
1:00 P.M.

I. Call to Order

The August meeting was called to order by President Elizabeth Cheek.

II. Roll Call of Membership

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

Members Absent with Proxy: Amelia Ketzler (Proxy Melanie Hammond)

Members Absent: Tim Deterding, Anthony Fobs, Chris Woodruff

Guests: Josh Frick, Andy Hawkins, Mark Owens, Nick Wortman

III. Guest Speaker: Mark Owens, Director of Facilities and Energy Management

Mark Owens spoke about sustainability, investing in reliability, future developments, and answered questions from council members.

IV. Public Comments

M. Stottler announced that Jo Turley is no longer the School of Medicine Civil Service Council representative.

V. Approval of the Minutes for July 2023

Motion: A. Travelstead

Second: M. Schoonover

A vote commenced: 0 Nays, 0 Abstentions; The minutes from July 12, 2023 were approved as presented.

VI. Announcements

Resignation of Jennifer St Louis – E. Cheek announced J. St Louis resigned from Civil Service Council and Tim Deterding was next in line and has accepted the position. Cheek also reported Kofo Badejo has accepted an A/P position and has resigned from the University Joint Benefits Committee. Dina Timmons will now serve on the committee and a letter of notification was mailed. A. Travelstead announced information will be sent out about half off season football ticket prices for employees over the listserv this afternoon. E. Cheek passed around an updated committee assignment sheet and has posted one in Teams.

VII. Reports

A. Council President

1. Chancellor Meeting – July 25 (Transition meeting) – E. Cheek reported meeting with the Chancellor along with A. Travelstead. They discussed custom classes in regard to future salary study inclusion; lack of pay increases for CS staff not represented under a CBA; Building Services shift differentials & SUCSS minimum rates; Search Committee Director of Labor & Employee Relations – Tammy Hopkins and Marianne Schoonover names were submitted; desk audits; staff and dependent recruitment for enrollment – application waiver for staff and dependents, tuition

discount for staff and dependents, legacy tuition rate, GPA based scholarships, CSC Education Assistance Fund Awards; posting waivers earlier than 10 days prior to the start of the semester; position description updates; longevity increase; merit pool study FY25 – what would a merit pool look like for CS staff; 2% raise presented to the SIU Board of Trustees for approval on September 21st, 2023, board meeting to be retro'd back to July 1st. September is when the BOT has requested all the campus raise proposals, after enrollment numbers are in and state budgets are approved to ensure funds are available. We are looking at an overall enrollment increase this Fall, and we already received a 5.5 million dollar increase in our budget, so we are in a good position for the payroll increases. We expect raises to begin Oct. 1st, but it will probably take a couple months before we receive the retro pay from back to July. A. Travelstead added enrollment numbers are looking good.

2. Board of Trustees Meeting – Met July 20 – Springfield. Next meeting September 21 – SIUE East St. Louis Center, East St. Louis – E. Cheek will share BOT agenda on Teams when posted. A. Travelstead reported receiving some dismay from constituents about administrative bonuses approved during July's meeting and discussed a 2% increase for all employees. Council members discussed pay increases and incentives.
3. Chancellors Leadership Council – No meeting in July. No report.
- B. School of Medicine Civil Service Council – Kim Howard – No report.
- C. Annuitants Association – Carolin Harvey – A. Travelstead reported they have not met and are looking for new members. Notes from the state meeting were sent out via email and uploaded on Teams.
- D. Human Resources – Nicholas Wortman, Assistant Vice Chancellor of Human Resources – N. Wortman reported switching their applicant tracking system from HireTouch to NEOED starting January 1, 2024. HR will be working with the School of Medicine and Edwardsville campuses as they undergo the change also. Wortman added a new modular for fringe benefits reporting is being rolled out, discussed new positions open in HR, and defined experience related to job audits. Council members discussed changes for fringe benefits reporting.
- E. SURS Member Advisory – Elizabeth Cheek (Has Not Met, No Report)
- F. Council Committees
 1. Executive/Budget – Anthony Travelstead – Met and set the agenda.
 2. Bylaws – Chris Woodruff – M. Schoonover reported not meeting.
 3. Civil Service Benefits – Amelia Ketzle – M. Hammond reported A. Ketzle will upload a report in Teams.
 4. Education Assistance – Anthony Fobs/Anthony Travelstead, Quatro's Dates Aug 15, Sept 12, Oct 17, and Nov 14 – A. Travelstead reported having a Quatro's Day on August 15, had 35 \$250 award recipients for fall (transferred \$1555 from reserve to cover awards), the luncheon will be December 13th in SSB 150/160. Members discussed other fund-raising activities and suggested contacting local businesses outside the Carbondale area. Travelstead discussed payroll deductions and will send some information out over the listserv.
 5. Elections – Thomas Becker – Has not met.
 6. Public Information – Thomas Becker – Met July 20 to finalize T. Becker as chair.
 7. Range – Anthony Travelstead – Has not met, no report.
- G. Constituency Committees
 1. Advisory Committee to the Director of Public Safety – Andy Hawkins – No report.

2. Computing Advisory – Amelia Ketzle – M. Hammond reported A. Ketzle will upload report on Teams. A. Coward added a new constitution is being drafted for this committee.
 3. Honorary Degrees – Todd Duermyer – No report.
 4. Intercollegiate Athletics Advisory – Victor Martin – Has not met.
 5. Naming University Facilities – Marianne Schoonover – No report.
 6. Parking and Traffic Appeals – Leslie Ferraro – No report.
 7. Recreational Sports and Services Advisory – Elizabeth Cheek (Has Not Met, No Report)
 8. Student Center Advisory – Sarah Kroenlein – No report.
 9. Traffic and Parking – Stacia Werner – No report.
 10. University Joint Benefits – Dina Timmons/Elizabeth Cheek (Has No Met, No Report)
- H. Special/Other
1. Chancellors Planning and Budget – Elizabeth Cheek/Marianne Schoonover (Has Not Met, No Report)
 2. Chancellor’s Task Force on Diversity and Inclusion – Crystal Harris – No report.
 3. Employee Advisory Committee to the Merit Board – Elizabeth Cheek (Met July 13-14 at Governor’s State. Next meeting is joint with HRDAC on August 25th at ISU.) E. Cheek uploaded the link for minutes on Teams mostly covering residency requirement, rule of three, extra help extensions, grant funded appointments, and credentials.
 4. Legislative Advisory – Ann Coward/Brandon Gibbs/Victor Martin – A. Coward reported meeting, starting research on pension information, and reported on some suggested changes.
 5. Network Empowering Women Committee – Crystal Harris – No report.
 6. System Staff Advisory – Anthony Travelstead/Elizabeth Cheek (Met July 24th) – A. Travelstead reported meeting on July 24th. They discussed previous trainings, what trainings to move forward, committee membership, and upcoming webinars. Council members who have participated in the trainings gave positive feedback and the CSC was recognized for their help/support in the last training session.
 7. Search Committee Labor & Employee Relations Director – TBD

VIII. Old Business

- Supervisor Evaluation Committee – Anthony Fobs (Has Not Met)
- Council of Councils Oct 2023

IX. New Business

None

X. Non-Agenda Items

- Biographies and Headshot Photos for the Website – E. Cheek asked all members to submitted their headshot/biography to J. Frick by the next council meeting.
- Card and Flower Fund Donation – Donations should be submitted to M. Stottler.
- E. Cheek reported Tena Bennett will be the guest speaker at September’s meeting.
- Members briefly discussed the deans search in the College of Business and Analytics and T. Becker showed interest in volunteering.

XI. Adjournment

Motion: M. Schoonover

Second: A. Travelstead