

2023-2024 Civil Service Council
Wednesday, October 4, 2023
Student Services Building, Room 307
1:00 P.M.

I. Call to Order

The October 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, Anthony Fobs, Brandon Gibbs, Cyndy Green, Tammy Hopkins, Kim Maier, Victor Martin, Marianne Schoonover, Matthew Stottler, Anthony Travelstead

Members Absent: Tim Deterding, Amelia Ketzle

Guests: Leslie Ferraro, Josh Frick, Andy Hawkins, Aimee Lemrise, Megan Matzat, Dina Timmons, Nick Wortman

III. Guest Speaker: Aimee Lemrise, Director – Sustainability

Aimee Lemrise spoke about sustainability at SIUC and answered questions from council members.

IV. Public Comments

None

V. Approval of Minutes from September 2023

Motion: M. Stottler

Second: A. Travelstead

A vote commenced: 0 Nays, 0 Abstentions; The minutes from September 6, 2023 were approved as corrected.

VI. Announcements

None

VII. Reports

A. Council President

1. Chancellor Meeting – Sept 13; Next October 6 – E. Cheek reported discussing the hiring chill, procedure for stipends, topic of a one-time bonus, and desk audits. Cheek gave an update on the equity study; the RFP has been requested and working to see if pay is correct or not (Phase I). Phase II will look into title and duties, as far as equity, giving time to update positions descriptions. Phase III will be where we fit into the market. Enrollment highlights were also discussed and that document was shared in Teams. E. Cheek asked members to email her if they had any topics they would like discussed at the next meeting. Members discussed timeline of phases and the comparison to market.
 2. Board of Trustees Meeting – Next meeting Dec 7 – SIU Carbondale
 3. Chancellors Leadership Council – No meeting in September. No report.
- B. School of Medicine Civil Service Council – Kim Howard – Megan Matzat reported they are currently in employee appreciation week, will have three individuals attending

Council of Councils on the 20th, and raises for non-represented CS Employees were announced.

- C. Annuitants Association – Carolin Harvey – E. Cheek posted an update in Teams.
- D. Human Resources – Nicholas Wortman, Assistant Vice Chancellor of Human Resources – N. Wortman reported they will be sending out information on the applicant tracking system implementation process. They have put together a website to help with communication and NEOED will be doing the trainings with those recorded for future use. Wortman stated the RFP has been completed for the compensation project. There will be a 30-day posting period and E. Cheek will be the representative for Civil Service. The flu shot clinic will be held at the student center during October 25th – 31st from 9am to 4:30pm. Members discussed comparison to national markets for the equity study and onboarding using the NEOED platform.
- E. SURS Member Advisory – Elizabeth Cheek (Has Not Met, No Report)
- F. Council Committees
 - 1. Executive/Budget – Tony Travelstead – Met and set the agenda.
 - 2. Bylaws – Chris Woodruff (Has Not Met, No Report)
 - 3. Civil Service Benefits – Amelia Ketzle (Has Not Met, No Report)
 - 4. Education Assistance – Anthony Fobs/Tony Travelstead – A. Fobs reported speaking with Don Taco and Harold’s Chicken about participating in future fundraisers. Fobs also stated you can donate funds from donating BPL plasma at Biomat USA in Carbondale.
 - Silkworm – A. Travelstead reported the apparel sale has ended and the yard sign sale will be wrapping up on October 15th. Members discussed coordinating other Silkworm campus sales on separate dates. They also discussed adding folding chairs and other items to future sales.
 - Mod Pizza Date Oct 9 – A. Travelstead reported the upcoming fundraiser and asked members to help promote.
 - Quatro’s Dates Oct 17, and Nov 14 – A. Travelstead reported on the upcoming fundraising dates. Travelstead stated all gift certificates have been turned in and are waiting to hear from Quatro’s on profit from August and September. Members discussed sending a gift/donation from the card and flower fund.
A vote commenced: 0 Nays, 0 Abstentions; All members voted to send a memorial donation for Blake Morrison (Owner of Quatro’s Pizza) on behalf of the SIUC Civil Service Council. Members agreed on Saint Francis for the donation.
 - Luncheon Dec 13 – A. Travelstead reported a vendor has not been selected and tickets will be handed out to members at next month’s meeting. Travelstead encouraged members to start collecting donations and members discussed what types of donations should be considered.
 - 5. Elections – Thomas Becker – Has not met, no report.
 - 6. Public Information – Thomas Becker – Has not met, newsletter was sent out over the listserv on September 21st.
 - 7. Range – Anthony Travelstead – Has not met.
- G. Constituency Committees
 - 1. Advisory Committee to the Director of Public Safety – Andy Hawkins – Has not met, no report.
 - 2. Computing Advisory – Amelia Ketzle (Has Not Met, No Report)

3. Honorary Degrees – Todd Duermyer – M. Stottler reported the committee met, chose a chair, and discussed how the committee will proceed. The next meeting is October 23rd.
4. Intercollegiate Athletics Advisory – Victor Martin – V. Martin reported football season tickets are up 10%. They are adding turf to the baseball field and replacing the video boards at Banterra Center. A video board was also installed in the Natatorium at the Rec Center. The IAAC is in the beginning phase for its strategic plan and they are moving forward with some initiatives.
5. Naming University Facilities – Marianne Schoonover – Has not met. Members discussed if the committee was involved in the naming for the University Museum and that information was unknown.
6. Parking and Traffic Appeals – Leslie Ferraro – L. Ferraro reported having their first meeting on November 9th at 10am.
7. Recreational Sports and Services Advisory – Elizabeth Cheek (Met 9/14 Uploaded to Teams, Next 11/16)
8. Student Center Advisory – Sarah Kroenlein – No report.
9. Traffic and Parking – Stacia Werner – M. Schoonover reported receiving the meeting invite for October 30th and will forward the information to Stacia.
10. University Joint Benefits – Dina Timmons/Elizabeth Cheek (Has Not 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 (HRDAC with SUCSAC, SUCSAC, and Council of Councils on October 18 – October 20, 2023, at NIU.)
4. Legislative Advisory – Ann Coward/Brandon Gibbs/Victor Martin – Has not met.
5. Network Empowering Women Committee – Crystal Harris – No report.
6. System Staff Advisory – Anthony Travelstead/Elizabeth Cheek – Has not met. Staff Leadership Training – October 18 – 20. E. Cheek reported additional sections are on November 1st, 2nd, and 3rd.
7. Search Committee Labor & Employee Relations Director – Elizabeth Cheek (Met September 20 and will be meeting again the week of October 16.) E. Cheek received the information and will verify the committee appointment(s).

VIII. Old Business

- Supervisor Evaluation Committee – Anthony Fobs (Has Not Met) – A. Fobs reported they are waiting for the Labor & Employee Relations Director to be hired.
- Council of Councils Oct 2023 – Members discussed who’s attending and that hotel arrangements need to be made. The rental car has already been reserved.

IX. New Business

- November Guest Speaker: Susan Simmers, Vice Chancellor for Administrative and Finance
- Members discussed if there is a search committee for the CoBA dean, who the committee contact would be, and T. Becker is interested in being the CS Rep.

X. Non-Agenda Items

- Biographies and Headshot Photos for the Website (Becker, Cordes, Coward, Deterding, Gibbs (picture only), Schoonover, and Woodruff)
- E. Cheek passed out information on exciting updates for AIM High/Saluki Commitment qualifications. Cheek read aloud the qualifications and asked members to share with other constituents.
- Members discussed the 2% raise increase and timeline.

XI. Adjournment

Motion: A. Travelstead

Second: A. Coward