

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

I. Call to Order

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

II. Roll Call of Membership

Members Present: Thomas Becker, Bill Bruns, Elizabeth Cheek, Ann Coward, Anthony Fobs, Cyndy Green, Tammy Hopkins, Amelia Ketzle, Kim Maier, Victor Martin, Marianne Schoonover, Matthew Stottler, Anthony Travelstead

Members Absent: Mickel Cordes, Tim Deterding, Brandon Gibbs, Chris Woodruff

Guests: Leslie Ferraro, Josh Frick, Dawn Hattey, Susan Simmers

III. Guest Speaker: Susan Simmers, Vice Chancellor for Administration and Finance

Susan Simmers spoke about administrative oversight for campus operations and answered questions from council members.

IV. Public Comments

None

V. Approval of the Minutes from October 2023

E. Cheek noted a correction under reports.

Motion: A. Travelstead

Second: M. Schoonover

A vote commenced: 0 Nays, 0 Abstentions; The minutes from October 4, 2023 were approved as corrected.

VI. Announcements

None

VII. Reports

A. Council President

1. Chancellor Meeting – No October meeting. Next meeting Nov 3.
2. Board of Trustees Meeting – Next meeting Dec 7 – SIU Carbondale
3. Chancellors Leadership Council – No meeting in October. No Report.

B. School of Medicine Civil Service Council – Kim Howard – D. Hattey had no report.

C. Annuitants Association – Carolin Harvey – E. Cheek uploaded email to Teams.

D. Human Resources – Nicholas Wortman, Assistant Vice Chancellor of Human Resources – E. Cheek reported she is meeting with Nick on Friday.

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 (Has Not Met)
Silkworm

Mod Pizza

Quatro's – Nov 14

Luncheon – Dec 13

A. Travelstead reported the apparel sale made \$3,183 (Foundation helping to share the information over their listserv), yard sign sale made \$149, Quartos Days for August, September, October and the first round of gift certificates made \$295, MOD Pizza made \$60, having another Quatro's day on November 14, and the holiday luncheon on December 13. Travelstead distributed 6 luncheon tickets and 5 sets of 3 raffle tickets to members asking them to sale. Pat's BBQ will cater the event on December 13 from 11am-1pm in SSB 150/160/170 serving smoked turkey, beef brisket, sides, and cobblers. Luncheon tickets will be \$20 and raffle tickets are \$5 individually or 3 for \$10. Due to budget constraints members will buy their tickets this year or prorated at \$5 off per ticket sold. A. Travelstead asked members to gather donations for the raffle and encouraged a variety of items from local businesses and communities. Members discussed anyone on or off campus can purchase tickets, you do not need to be present during the raffle to win, and a shared spreadsheet for raffle items has been added to the EAC Teams file. Council members discussed the apparel sale, using listservs, and talking with the Alumni Association about future events.

5. Elections – Thomas Becker (Has Not Met)
 6. Public Information – Thomas Becker – Has not met, no report.
 7. Range – Anthony Travelstead (Has Not Met)
- G. Constituency Committees
1. Advisory Committee to the Director of Public Safety – Andy Hawkins – M. Stottler reported they have not met.
 2. Computing Advisory – Amelia Ketzle (Has Not Met, No Report)
 3. Honorary Degrees – Todd Duermyer – M. Stottler reported they met October 23. Two names were selected for the Honorary Degree Award and three names selected for the Distinguished Service Award. Those names were presented and recommended to Chancellor Lane.
 4. Intercollegiate Athletics Advisory – Victor Martin – Met October 5 and discussed sports betting, improvements to sports performance reports, the strategic plan and achieving R1 status, the academic progress rate (APR), retention and recruitment initiatives, fundraising, ticket sales, improving facilities, reducing travel costs, and hosting future tournaments.
 5. Naming University Facilities – Marianne Schoonover – No report.
 6. Parking and Traffic Appeals – Leslie Ferraro – Meeting schedule for November 9.
 7. Recreational Sports and Services Advisory – Elizabeth Cheek (Next 11/16)
 8. Student Center Advisory – Sarah Kroenlein – Has not met, no report.
 9. Traffic and Parking – Stacia Werner – M. Schoonover reported receiving an email she forwarded to Stacia and replied that she was no longer on the committee and who the new representative was. Members discussed parking decals and how funds are used.
 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 (Next Meeting Nov 3)
 2. Chancellor's Task Force on Diversity and Inclusion – Crystal Harris – Has not met.

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 – A. Coward reported they have not met, no report.
5. Network Empowering Women Committee – Crystal Harris – Has not met.
6. System Staff Advisory – Anthony Travelstead/Elizabeth Cheek – Has not met. Staff Leadership Training – November 1-3.
7. Search Committee Labor & Employee Relations Director – Elizabeth Cheek – Has not met.
8. CoBA Dean Search – Thomas Becker – Met October 23 for the charge and created the position description.

VIII. Old Business

- Supervisor Evaluation Committee – Anthony Fobs (Has Not Met)
- Council of Councils Update – A. Travelstead reported Mickel Cordes attended Council of Councils. The presentations and report were uploaded in Teams.

IX. New Business

A. Fobs mentioned having swag or a certificate for those that donate plasma through Biomat USA for their second donation.

X. Non-Agenda Items

- Biographies and Headshot Photos for the Website (Becker, Cordes, Coward, Deterding, Gibbs (picture only), Schoonover, and Woodruff) – E. Cheek asked those members listed above to submit their information.

XI. Adjournment

Motion: M. Stottler

Second: A. Travelstead