

**CIVIL SERVICE COUNCIL
2016-2017 Meeting Minutes
December 7, 2016**

The December meeting of the Civil Service was called to order by Carolin Harvey, President, Civil Service Council.

Roll call of the members was taken by Elizabeth Cheek.

Members Present: Elizabeth Cheek, Cyndy Green, Tina Gerecke, Carolin Harvey, Ann Little, Randy Lowe, Jane Meuth, Shannon Newman, Jason Phillips, Marianne Shields, Barb Shipllett, Michele Tourville, Anthony Travelstead, Karin Wece

Members Absent with proxy: William Dozier (proxy Michelle Bryant)

Members Absent: Tara Moore

Others Present: Diane Frew, Dawn Legier, Vera Gibbs, Amelia Ketzle

Minutes:

Minutes from the September, October, and November meetings were presented for approval. R. Lowe made a motion to approve the minutes as presented, seconded by J. Meuth. Minutes approved unanimously by voice vote.

Announcements:

No announcements

Reports:

Council President: A. Travelstead reported that the Constituency Heads met on November 15, 2016; discussed meeting schedule for 2017; last meeting of the year; Chancellor spoke mostly about the budget and stop gap.

Board of Trustees Meeting: Next meeting is December 8 at SIU Carbondale.

School of Medicine: No report

Annuitants Association: No report

Human Resources: No report

Council Committees:

Executive: E. Cheek reported that the committee met and set the agenda.

Budget: A copy of the most recent Funds Available report for Budget Purpose 272247 and 290119 was circulated.

Bylaws: Has not met.

Civil Service Benefits: Has not met.

Education Assistance: J. Meuth reported that the committee met on November 17; had to cancel the Saluki Tumbler fundraiser because of lack of interest; looking in to spring fundraiser, maybe candy bars or cookie dough; Flea Market scheduled for April 29, 2017.

Public Information: C. Green reported that the committee meet briefly after today's meeting to set a time for the next meeting.

Range: No report

Staff Excellence: C. Green reported that nominations are due February 10, 2017 at 4:30 p.m.; they will not be accepted after that time; [Excellence Awards webpage](#). C. Harvey requested that C. Green asked the committee to clarify whether eligibility is determined as a current employee at the time the notice to nominate goes out or if it is a current employee at the time of the award. C. Green said that she will follow up with that.

Election: K. Wece reported that the committee has not met; she is working on documenting the electronic election procedure.

Constituency Committees:

Advisory Committee, Director of Public Safety: No report

Affirmative Action Advisory: ([Attachment A](#))

Executive Planning and Budget Committee: C. Harvey reported that the EPBC has not met since the last Council meeting. A. Travelstead reported that a lot of what this committee talks about is confidential; committee members received a three hour training session about the budget and how money is allocated; still waiting on written charge from the Chancellor; have only received verbal charge.

Computing Advisory: ([Attachment B](#))

Honorary Degrees: ([Attachment C](#))

Intercollegiate Athletics Advisory: No report

Naming University Facilities: No report

Parking and Traffic Appeals: ([Attachment D](#))

Recreational Sports and Services Advisory: ([Attachment E](#))

Student Center Advisory: No report

Traffic and Parking: No report, next meeting February 2017

University Joint Benefits: Inactive

UWPA: Inactive

Special/Other:

Employee Advisory Committee to the Merit Board: A. Travelstead reported that committee has not met; next meeting January 2017 in Champaign.

Legislative Advisory: K. Wece referenced an article in the [Daily Egyptian](#) about health insurance costs possibly doubling for SIU employees; concerns were voiced about when this would happen and if the cost would be retroactive to July 1, 2016.

Non-Academic Program Review Committee: A. Travelstead reported that the committee has concluded and submitted the report to the Chancellor; once the report is approved, it will be forwarded to Council members.

Eclipse Committee: C. Harvey reported that the committee met on December 6 and gave reports to the Chancellor; it was announced that there will be no classes on the day of the eclipse and employees are expected to be at work; physical plant has been told that there will be no days off at that time; there will be parking shuttles for employees that aren't able to park in their usual locations.

Diversity Council: J. Meuth reported that the committee had held student sessions about diversity on campus over the past couple weeks; these were not very well attended; students will be receiving a survey will go out next semester; faculty and staff will receive a survey later in the semester.

Search for Dean of Library Affairs: M. Shields reported that three names were submitted to the Provost; John Pollitz will be on campus next week; the open forum will be on Monday, December 12 at 1:15 p.m. in Guyon Auditorium in Morris Library.

Chancellor Search Committee: B. Shiplett reported that the committee has met a total of three times; the first time they received their charge; second time finalized the ad; third time they all attended diversity training; reviewing and screening of applicants begins January 15, 2017.

Old Business:

Strategic Plan ([Attachment F](#)) presented by President Dunn at the Faculty Senate meeting in November.

New Business:

R. Lowe mentioned that it was discussed at the SIU System Council of Councils that next year it would be held at SIUC and asked if that was going to happen. A. Travelstead said yes, that is a possibility.

A. Travelstead reminded everyone that C. Harvey is retiring at the end of the year; he will be taking the position of President; there will need to be an election for Vice President; C. Green will be the chair of the Officer Nomination Committee; volunteers to serve on the committee were requested; Shannon Newman, Michele Tourville, Ann Little, Cyndy Green, and Karin Wece will make up the committee; the person elected as Vice President will finish the current term ending May 2018.

Non-Agenda Items:

C. Harvey thanked everyone for allowing her to be President of the Civil Service Council and thanked everyone for volunteering even when you didn't want to.

K. Wece announced that Morris Library is having a cookie banquet today starting at 3:00.

Adjournment:

Meeting was adjourned at 2:30 p.m.