

**2024-2025 CIVIL SERVICE COUNCIL**  
**Wednesday, February 5, 2025**  
**Student Services Building Room 307**  
**1:00 PM**

**I. Call to Order**

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

**II. Roll Call of Membership**

Present: Thomas Becker, William Becque, Elizabeth Cheek, Odessa Colombo, Mickel Cordes, Shari Garnett, Cyndy Green, Victor Martin, Kristen Matthews, Marianne Schoonover, and Anthony Travelstead.

Absent: Ann Coward, Todd Duermyer, Tammy Hopkins, Diane McIntyre, and Matthew Stottler.

Guests: Andy Hawkins, Amelia Ketzle, Melissa Laake, Aimee Lemrise, and Dina Timmons.

**III. Guest Speaker:** Aimee Lemrise, Director of Sustainability

As of last August, the office location has changed to the International Lounge in the Student Center. A. Lemrise stated we have a new space on the second floor where we can offer more services to students. A. Lemrise shared a PowerPoint presentation. United Nations' definition of sustainability is basically meeting the needs of the present without compromising the needs of our future generations. In higher education, it's looking at our campus operations. It's looking at our student life, how we can save energy, looking at our waste management, our transportation policies, our procurement policies, more innovative practices and stressing the social well-being. So, that's what we focus on here in sustainability at SIU. Our mission or vision is really to empower the cultures - trying to build a sustainability culture across campus. SIU signed in 2020 the Second Nature Climate Commitment, which means that we have to have a climate action plan. A senior engineer on campus, other folks and I will get that climate action plan completed so we can fulfill that and make some changes with our energy management plans. We track our sustainability progress through an organization called AASHE (Association for the Advancement of Sustainability in Higher Education). The office consists of three graduate students (Pukar Bhandari, Shadia Afrin, & Sai Pavan Reddy Doddam Reddy), one undergraduate student (Tess Brummer), and one extra help person (Andrew White). Everyone can serve on the Sustainability Council to give input, help with our checks and balances, and accountability. We have 10 members: four students, three faculty and three staff. We just incorporated four students to have more students involved with the Green Fund grants. Faculty, staff, and students serve for one year. We have some staff vacancies, so if anyone's interested, please apply. You can get all the applications on the website under Sustainability Council. We have two committees: Green Fund Council Committee and Scholarships Committee. Scholarships are going to be for individuals that have been invited to conferences to talk about sustainability, and we're going to offer them \$500 to help them with their conference fees. Every spring we have the Green Fund Grant opportunities for faculty, staff, and students. It's an opportunity for you to make a change on campus. Students voted in 2009 for the green fee, because they want to see more sustainability efforts on campus. So, anyone on campus can submit a proposal. All proposals are due March 24th. We have some benchmarks that you have to follow for the criteria, but we're going to have some workshops. If anyone has questions, they can contact our office. The Green Fund ceremony is April 22, 2025, from 3-4:30 p.m. in the Guyon Auditorium. That's when we announce everyone that's been awarded the grants, and then we'll also be honoring our environmental ambassadors at that time, too. All are welcome and there's a light reception afterwards. Last year, we had 18 proposals submitted and 15 were approved. That was a total request for \$250,000. The Green Fund Council approved and allocated \$173,000. To date, we've funded 340 projects and about \$3.6 million since 2009. Some of our projects last year include Touch of Nature trail maintenance, student sustainable farms were awarded funds, the craft shop needed some things for paper making, and bike fix-it stations - one at Evergreen Terrace and one is going to be at Fanner Hall. A student applied for \$10,000 and got that granted, and now we have more bike fix-

it stations on campus. We also had some students apply for the butterfly garden at the student farms. So, we're impressed that more students are getting involved, but I'm just sharing this because I want you all to see the different types of Green Fund grants that have been applied for and awarded. We do the ink and toner recycling, but we also do the sharing. That's the recycling that can be done on your own in your offices. All you have to do is take your ink and toner to a goodwill, and they'll take it to different programs like TerraCycle. We lost our Staples option - Staples was limiting 15 per household for business per month. If you have large amounts, you can take it to campus mail, and they'll bring it to our office. Or you can just come to our office to our drop off box. If you have toner that has not been used, write "share" on the box and then we add it to our inventory. We're saving campus money. We do the Give Out Program. We could always use volunteers. This is really physically demanding on us because it's back-to-back from having the Green Fund ceremony to the move out program. So, we're looking at different ideas. We have designated locations where people donate, and we give back to the community. We have the Great Pumpkin Smash. Last year, we had 500 people show up - with our volunteers it's almost 600. That was almost triple from our first year in 2023. This is a waste divergent effort and environmental awareness; we diverted 3.2 tons of pumpkins from the landfill. Pumpkins have a lot of water and do not belong in landfills. They belong in compost. Right before Thanksgiving, we are recognizing Hunger and Homeless Awareness Week. That's a week of events raising awareness, food pantry items, and we go out to the community and serve meals. This year we served over 150 meals to the community. We're going to do that this spring, and that's touching on the social pillar of sustainability, giving back to our community in need. And we also had care bags for 100 individuals. They had different items like blankets and socks. It was right before the holidays. We also do outreach, and we love to come talk to your units so they know more about the Green Fund grant. So, invite me. I'd be happy to speak. We're working on having a free store this semester for two days and sewing days. Maybe you need a little button fixed or some pants that have a hole in them. We worked with the marketplace in the Student Center - when they have large events, they're connecting with my office, and we are taking the pizza to the Learning Center so we're working on food waste. Give Before You Go Program - we had 100 bags of clothes that went to the Wesley Foundation, who donated to the thrift store. We collected 20 microwaves, 23 mini fridges, and we diverted 4,420 lbs. of bedding and household items. It was not as much as previous years. Today, we are participating in the zero-waste competition for the International Food Festival. We bought all compostables, and we're going to be reporting this as a case study to Campus Race to Zero Waste. It's about waste diversion, education and awareness and food composting. Last year, we won the large green event category, and this year we're going to do it as a case study. This year's Pumpkin Smash is Saturday, November 8, 2025. This has become a great community event. We're working with Green Earth's Farms and Jackson County Health Department on this work. This year, we are going to start the S.T.A.R.S. initiative (Sustainability Tracking, Assessment & Rating System) – it's a yearlong data collection process. We will start reaching out to everyone in March. Last time we received a silver star rating. We always update the Princeton Review guide to green schools. We are proud members of the Tree Campus Higher Education Committee with Elizabeth here, and we are an accredited arboretum. We're proud of our Campus Race to Zero Waste Green Event recognition. This helps SIU stand out with other institutions and students that are looking for more of this for their school of choice. Some of the upcoming projects include recycle bin audits, EV charging assessment, composting, and digital maps. Visit <https://sustainability.siu.edu> for more information or call Aimee Lemrise at 618-453-5485 or email [alemrise@siu.edu](mailto:alemrise@siu.edu). There is a suggestion box on the website.

**IV. Public Comments – (none)**

**V. Approval of the Minutes for January 8, 2025**

Motion: S. Garnett

Second: C. Green

A vote commenced: 0 Nays, 0 Abstentions; The minutes from January 8, 2025, were approved as presented.

**VI. Announcements**

Odessa Colombo, Senior Business Manager for the College of Health and Human Sciences, fills Provost and VC vacant seat.

## VII. Reports

### A. Council President

- 1. Chancellor Meeting** – The meeting was on January 21, 2025. E. Cheek stated we talked about how administration is actively monitoring executive orders regarding higher education. There's now a website with updates and resources at <https://siu.edu/community-of-care>. We had a discussion regarding administrative closures, the timing of notifications, and the wording of the message to staff. It was agreed that a specific date and time of the start of closure and end of closure should be communicated going forward. Earlier notifications were requested. Custodial staff had already unlocked campus buildings when they received the last closure announcement. We also discussed ADA centralized equipment versus individual departments being responsible for supplying ADA accommodation equipment. The budget was discussed. The Affirmative Action Committee converted into the Chancellor's Task Force on Diversity and Inclusion several years ago - A. Travelstead has been the rep. On January 31, 2025, E. Cheek discussed with AVC N. Wortman about FLSA, the equity compensation study, the desk audit freeze, and communication to staff regarding contract changes, especially those that input the payroll information. The electronic election process for SUCSAC was also discussed.
- 2. Board of Trustees Meeting** – The next meeting is February 6, 2025, at Southern Illinois University Edwardsville. E. Cheek uploaded the agenda in Teams. There was a revised board agenda item. One employee was listed as undergraduate admissions who was not in undergraduate admissions.
- 3. Chancellor's Leadership Council** – There was no meeting in January. No Report.

**B. School of Medicine Civil Service Council – Megan Matzat / Dawn Hattey – (no report)**

**C. Annuitants Association – Carolin Harvey - (no report)** E. Cheek uploaded emails in Teams. There is a hearing today at 2:00 p.m. regarding Tier 2.

**D. Human Resources – Nicholas Wortman, Associate Vice Chancellor of Human Resources (no report)**

**E. SURS Member Advisory – Elizabeth Cheek** – Committee has not met. No Report.

### F. Council Committees

- 1. Executive/Budget – Tony Travelstead** – Committee met and set agenda.
- 2. Bylaws – Marianne Schoonover**  
M. Schoonover stated the bylaws document was uploaded to Teams in the meeting file. A vote will occur at the next meeting.
- 3. Civil Service Benefits – Cyndy Green**  
C. Green stated she will try to call a meeting this month.
- 4. Education Assistance – Tony Travelstead/Todd Duermyer** – Committee has not met.  
A. Travelstead shared his screen and stated there are 45 applicants, but 4 don't meet the full-time status requirement. Two of the four that are not full time have taken a semester off (not registered), one is still in high school, and the other is a senior who is graduating. The list of applicants was uploaded in Teams.

Motion: A. Travelstead

Second: E. Cheek

A vote commenced: 0 Nays, 0 Abstentions; An exception of the full-time criteria for the Education Assistance Scholarship Award was approved for Ms. Kennedy Pierce. She only needs 9 credit hours to graduate.

Motion: V. Martin

Second: C. Green

A vote commenced: 0 Nays, 2 Abstentions; The list of 42 applicants for the Education Assistance Scholarship Award was approved.

The total amount of money Civil Service Council collected this semester is \$7,035.18. A. Travelstead recommended dipping into the cash reserve and provide awards of \$200 per student. The Education Assistance Scholarship amount last semester was \$150. It would leave about \$3,600 in the reserve.

Motion: M. Schoonover

Second: M. Cordes

A vote commenced: 0 Nays, 1 Abstention; The Education Assistance Scholarship Award was approved for \$200 (last semester's award amount was \$150).

Spring Flea Market is April 26, 2025, with a rain out date April 27, 2025. The flea market flyer was sent on the listserv, and it will be in the Teams folder. Help is needed at the flea market. A. Travelstead stated he will talk with Kyle to set dates for the Quatro's Pizza Fundraiser. E. Cheek stated the Alumni Association store is open. Profit from the shoe sales go to Civil Service Council. Store closes on the 10<sup>th</sup>.

**5. Elections – *Tammy Hopkins***

A. Travelstead stated they met yesterday. A revised schedule for elections was shared. Statement of candidacy will go out February 19, 2025. Election ballots will go out March 26, 2025. There are 1,214 civil service employees. The following people will need to rerun if they want to remain on the council: T. Becker, T. Duermyer, S. Garnett, M. Stottler, and W. Becque.

**6. Public Information – *Thomas Becker*** – Committee has not met.

T. Becker asked for the pop-up store information and link for the newsletter.

**7. Range – *Tony Travelstead*** – Committee has not met.

**G. Constituency Committees**

**1. Academic Calendar Committee – *Todd Duermyer*** – Committee has not met. E. Cheek stated the next meeting is February 18, 2025.

**2. Advisory Committee to the Director of Public Safety – *Andy Hawkins***  
Committee has not met.

**3. Affirmative Action Committee – *Amelia Ketzle***  
*Committee is now known as Chancellor's Task Force on Diversity & Inclusion*

**4. Computing Advisory – *Ann Coward***

A. Ketzle stated Wil Clark designated Linda Hubbs to lead the committee. A meeting has not been set.

**5. Honorary Degrees – *Todd Duermyer***

E. Cheek stated the committee has not met.

**6. Intercollegiate Athletics Advisory – *Victor Martin***

The meeting that was set for Thursday has been canceled. We will meet in March.

**7. Naming University Facilities – *Marianne Schoonover***

M. Schoonover stated they met January 16, 2025. The following have already been approved: School of Journalism & Advertising is now Charlotte Thompson Suhler School of Journalism & Advertising (\$2 million gift); School of Medicine – Cory Family Patient Room (\$50k gift); and Beth's Café in 1801 (\$500k gift).

**8. Parking and Traffic Appeals – *Mickel Cordes*** – Meeting will be next Tuesday.

**9. Recreational Sports and Services Advisory – *Shari Garnett***

Committee has not met. We are scheduled to meet February 13, 2025, at 10:00 a.m.

**10. Student Center Advisory – *Todd Duermyer***

E. Cheek stated the committee has not met.

11. **Traffic and Parking – *Stacia Werner* – (no report)**
12. **University Joint Benefits –*Dina Timmons/Elizabeth Cheek* – Committee has not met.**

#### H. **Special/Other**

1. **Chancellors Planning and Budget – *Elizabeth Cheek/Marianne Schoonover***  
Committee has not met.
2. **Chancellor’s Task Force on Diversity and Inclusion – *Tony Travelstead* - Committee has not met. A. Ketzle will now be the rep. for this committee.**
3. **Employee Advisory Committee to the Merit Board – *Elizabeth Cheek***  
Meeting was January 21-22, 2025, at the SUCSS Office in Champaign. E. Cheek stated five new members were installed (Kareda Carmichael from University of Illinois, Chicago; John Evans from Southern Illinois University Edwardsville; Tenea Harris from University of Illinois Urbana-Champaign (reelected); Brad Green from Eastern Illinois University; & Michael Robinson from the State Universities Retirement System). Meeting minutes from October 23-24, 2024, were approved. The meeting schedule is: University of Illinois Urbana-Champaign April 15-16, 2025; Chicago State University July 22-23, 2025; and Governors State University October 22-23, 2025 – Council of Council on October 24, 2025. E. Cheek was elected back to the Executive Committee along with School of Medicine Representative, Shauna Bishop.
4. **Legislative Advisory – *Ann Coward***  
E. Cheek stated information has been uploaded in the Teams legislative folder.
5. **Network Empowering Women Committee – *Diane McIntyre* – (no report)**
6. **System Staff Advisory – *Elizabeth Cheek* – Committee has not met.**
7. **Assistant Vice Chancellor for Administration and Finance – *Thomas Becker***  
There were three finalists, and one dropped out. They had on-campus interviews.
8. **Dean of Library Affairs – *Victor Martin***  
Application closed last Friday. Applicants are being reviewed until Friday, and we will meet candidates to interview virtually.

#### VIII. **Old Business**

- **Card and Flower Fund** – Donations are still being collected.

C. Green stated the Staff Council Excellence Committee has a meeting February 25, 2025. We will look at applications and vote on two of them.

#### IX. **New Business**

M. Cordes shared concerns regarding scooters in the buildings. S. Garnett stated she can check on the virtual boundaries/fences for the electric scooters and the advertising to students about the rules of no scooters/bikes in buildings.

E. Cheek asked for an email if anyone had any suggestions for future guest speakers. T. Becker recommended Tim Leonard, Director of Intercollegiate Athletics and Ken Stoner, Director of Small Business Development Center. M. Cordes suggested Amy Ortiz as a contact person.

#### X. **Non-Agenda Items – (none)**

#### XI. **Biographies and Headshot Photos for the Website** (Mickel Cordes)

#### XII. **Adjournment**

Motion: M. Schoonover  
Second: T. Becker