

2024-2025 CIVIL SERVICE COUNCIL
Wednesday, April 2, 2025
Student Services Building Room 307
1:00 PM

I. Call to Order

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

II. Roll Call of Membership

Present: Thomas Becker, William Becque, Elizabeth Cheek, Odessa Colombo, Todd Duermyer, Shari Garnett, Cyndy Green, Victor Martin, Diane McIntyre, Marianne Schoonover, and Anthony Travelstead.

Absent: Mickel Cordes, Ann Coward, Tammy Hopkins, Kristen Matthews, and Matthew Stottler.

Guests: Andy Hawkins, Melissa Laake, Melissa Ray Roach, Vanessa Sneed, Dina Timmons, and Nick Wortman.

III. Guest Speakers - Vanessa Sneed, Innovation and Research Director of Business, and Melissa Ray Roach, Director of Business Incubator Programs

V. Sneed stated we are going to provide an update on everything ongoing at the Office of Innovation and Economic Development (OIED). We are located across from the Saluki Stadium in the Dunn-Richmond Economic Development Center. We are one of the primary outreach arms or business and community development for the university, and we primarily support entrepreneurs and small businesses. We work on job creation in the region, workforce development to growing industries and workforce needs, and enterprise development and expansion. Our goal is to strengthen the southern Illinois economy. The Dunn-Richmond Economic Development Center has three main purposes: business services, community outreach, and business incubator. OIED programs include: Illinois Small Business Center at SIU, Illinois APEX Accelerator at SIU, Illinois Economic Empowerment Center at SIU, Illinois Manufacturing and Excellence Center, Business Incubator Program, Illinois Department of Human Services SNAP and TANF Job Placement Programs, Illinois Film Office Workforce Training Program, Illinois Department of Public Health's Nurse Aide Testing and Community Health Worker licensures and testing, Broadband READY, Center for Delta Studies, local economic impact reports and strategic plans, and support for the needs of southern Illinois. Our organization right now has about 40 employees and a few GAs. M. Ray Roach stated her main role is to connect the clients with the various programs, and then ultimately, our advisors come together to help provide professional guidance for business growth. The Business Incubator includes a co-working space, office spaces, wet labs, manufacturing spaces, and meeting spaces. The shared services include Wi-Fi, a copier, computer lab upstairs, etc. Small Business Development Centers (SBDC) – there are about 800 in the nation and are funded in Illinois by the Department of Commerce and Economic Opportunity as well as the SBA (Small Business Administration) and then SIU as the host institution. That facility has been in Carbondale since 1985 and is the foundational program of everything. The program won SBDC of the Year for the state last year; we are proud of the team. SBDC services include business advice & planning, management assistance, financial projection assistance and analysis, assistance with developing a marketing plan and access to market research, access to business education and training programs, assistance with licenses and permits, and from product and business development to expansion planning. The SBDC at SIUC has a coverage area for the following six counties: Randolph, Jackson, Perry, Jefferson, Franklin, and Williamson. (Different SBDC locations in southern Illinois do cover other counties.) You may have heard of PTAC (Procurement Technical Assistant Center); it is now known as APEX, and Brenda Henderson is the director of that program. APEX Accelerator provides no-cost counseling services and technical support to businesses looking to compete for federal, state, and local government contracts. We currently have two cohorts of the three going through the Southern Illinois Film and TV Workforce Training

Program. It's an 80-hour course through the Illinois Film Office. It encourages individuals to learn the basics of entering production as an assistant and then hopefully grow into whatever their long-term goals are. The Gower Translational Research Center ribbon cutting is April 11, 2025.

IV. Public Comments – (none)

V. Approval of the Minutes for March 5, 2025

Motion: A. Travelstead

Second: M. Schoonover

A vote commenced: 0 Nays, 0 Abstentions; The minutes from March 5, 2025, were approved as presented.

VI. Announcements – (none)

VII. Reports

A. Council President

1. **Chancellor Meeting** – The next meeting is April 4, 2025.
2. **Board of Trustees Meeting** – The next meeting is April 17, 2025, at Southern Illinois University Carbondale. All are encouraged to attend.
3. **Chancellor's Leadership Council** – No meeting in March. *(no report)*

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

C. Annuitants Association – Carolin Harvey - (no report)

D. Human Resources – Nicholas Wortman, Associate Vice Chancellor of Human Resources

N. Wortman stated the Steering Committee met yesterday regarding Compensation 2030. The next open forum is May 7, 2025 at the Guyon Auditorium and via Teams.

M. Schoonover asked about Civil Service contract updates. N. Wortman stated AFSCME is just doing the red lines on the contract and that has been voted through. I don't have official signatures yet. ACsE has kicked off, and Kelly has had two sessions with the ACsE's team so far. We have a demand to bargain with FOP, and I want to say that we are still trying to work something through the LIUNA small administrative group as well.

E. SURS Member Advisory – Elizabeth Cheek – The committee has not met.

F. Council Committees

1. **Executive/Budget – Tony Travelstead** – The committee met and set the agenda.
2. **Bylaws – Marianne Schoonover**

M. Schoonover stated the changes to the bylaws (regarding medical leave & virtual meetings) was not read out loud at the last meeting, but it was posted in Teams. E. Cheek stated let's hold it. (It has not been voted on yet.) Clarification for "sharing/providing a copy" needs to be addressed.

3. **Civil Service Benefits – Cyndy Green** - Committee has not met.

4. **Education Assistance – Tony Travelstead/Todd Duermyer** – Committee has not met.

A. Travelstead stated the fundraiser at Freddie's last month did not make a profit. There were not enough sales to hit the minimum of \$250. Mod's Pizza day is April 9th, and the Flea Market fundraiser is April 26, 2025. Right now, there are 25 vendors signed up. Spring Awards were awarded last month. The awards for FY26 (Fall & Spring) link is active and a message was sent out about that.

D. McIntyre gave information about the plant sale fundraiser idea. She will get a price list from McNitt Growers. Christmas wreaths and selling peaches/strawberries were also discussed.

5. **Elections – Tammy Hopkins**

A. Travelstead stated the ballots went out last Wednesday; they are due April 9, 2025. The results will be given to President E. Cheek on April 10, 2025.

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

The newsletter was sent out last month.

7. **Range – Tony Travelstead** – Committee has not met.
A. Travelstead stated he will call a meeting after next month's meeting.

G. Constituency Committees

1. **Academic Calendar Committee – Todd Duermyer** - Committee has not met.
Rachel Frazier sent out an email regarding Fall Break. Those who participated in the survey favored having one day for Fall Break and one whole week for Thanksgiving break. E. Cheek stated we submitted our responses to R. Frazier as well.
2. **Advisory Committee to the Director of Public Safety – Andy Hawkins** -
Committee met. They reviewed the patrol resource allocation (compared 2023 vs. 2024) and discussed the implementation of drones on campus for DPS. Regarding DPS involvement with ICE and other governmental officers - DPS abides by the state police laws and the mandate from the state government. They don't interfere, but they don't go out of their way to help, unless a warrant is signed by a judge. A student had their visa revoked; that happened with the federal government.
3. **Computing Advisory – Ann Coward** – (no report)
4. **Honorary Degrees – Todd Duermyer** - Committee has not met.
5. **Intercollegiate Athletics Advisory – Victor Martin** – The committee will meet Thursday.
6. **Naming University Facilities – Marianne Schoonover** - Committee has not met.
The March meeting was canceled due to having nothing on the agenda.
7. **Parking and Traffic Appeals – Mickel Cordes** – Committee has not met.
8. **Recreational Sports and Services Advisory – Shari Garnett** - Committee has not met.
9. **Student Center Advisory – Todd Duermyer** - Committee has not met.
10. **Traffic and Parking – Stacia Werner** – Committee has not met. No report.
11. **University Joint Benefits – Dina Timmons/Elizabeth Cheek** – Committee has not met.
12. **Staff Excellence – Cyndy Green**
We submitted one name for AP and Civil Service to the Chancellor. The celebration will be April 23, 2025, at the Guyon Auditorium. Award recipients have not been officially announced but Shari Garnett confirmed being notified by the administration as a recipient of the Civil Service Staff Excellence Award for 2025.

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 – Amelia Ketzle** (no report)
3. **Employee Advisory Committee to the Merit Board – Elizabeth Cheek**
The next meeting is April 15, 2025, at University of Illinois Urbana-Champaign.
4. **Legislative Advisory – Ann Coward**
E. Cheek said to check the legislative folder in Teams.
5. **Network Empowering Women Committee – Diane McIntyre** Committee has not met.
6. **System Staff Advisory – Elizabeth Cheek** – Committee has not met.
7. **Assistant Vice Chancellor for Administration and Finance – Thomas Becker**
T. Becker stated the candidate backed out after accepting the position. The search is starting over. There is a meeting next Wednesday.
8. **Dean of Library Affairs – Victor Martin**
V. Martin stated a candidate accepted the offer, but the Provost will announce it publicly.

9. Director, University Honors Program – Odessa Colombo

Committee has not met; we'll meet in a couple of weeks.

VIII. Old Business

- Card and Flower Fund –

A. Travelstead stated the Executive Committee discussed increasing the donation from \$5 to \$10. In July, we will be asking for donations (new amount). E. Cheek stated when a person receives money it will be \$50 instead of \$45.

- Future Guests – E. Cheek stated we have Dr. Frazier coming in May; we will have two meetings to switch over Councils. In June, we will have Kendra Bumpus, and Chancellor Lane will be for August. E. Cheek stated she is still working on a guest for July.

IX. New Business

E. Cheek stated the Saluki Takeovers will be in 17 counties in 12 days. Attend if you're able. RSVP if you plan to attend.

X. Non-Agenda Items

A. Travelstead stated an idea of having the Education Assistance Fund be connected with the Saluki Takeovers in order to raise funds. The alumni are already there.

XI. Adjournment

Motion: T. Becker

Second: E. Cheek