

2018-2019 CIVIL SERVICE COUNCIL
Wednesday, April 3, 2019
Student Services Building Room 307
1:00 p.m.

- I. **Call to Order** - the April meeting was called to order by Anthony Travelstead, President, Civil Service Council.
- II. **Roll Call of Membership**
- Members Present: Richel Biby, Jim Bigogno, Jeletta Brant, Elizabeth Cheek, Trish Cochran, Ann Gilliam, Cyndy Green, Dawn Legier, Tara Moore, Kym Morgan, Shannon Newman, Marianne Shields, Michele Tourville, Anthony Travelstead, Tammy Wieseman
- Members Absent with proxy: None
- Members Absent: Casey Kidd
- Others Present: Shari Garnet, Carolin Harvey
- III. **Guest Speaker(s)** – None
- IV. **Approval of the Minutes** – The minutes from the October, November and December 2018 meetings were not ready for approval. March 6th 2019 meeting minutes were approved as amended.
Motion: **E. Cheek**
Second: **D. Legier**
- V. **Announcements** –
- Next month's May meeting: This meeting will have President and Chancellor as guest speakers and we will be seating new Council members. All outgoing members are still expected to be present. Bring questions for the President and Chancellor and/or prepare and send them ahead of time so they may have answers.
 - Scott Rakow has resigned from the Professional Constituencies Office. He accepted a position in the Aviation department. The Office Support Specialist position in the Professional Constituencies Office is vacant again. A. Travelstead stated they spoke to Todd Bryson about the Civil Service Council letter prepared by Jim Bigogno to the President of the Faculty Senate regarding the Council's concern for both AP Staff Council's and Civil Service Council's lack of involvement with the interviewing/hiring of that position. Todd is on board with our decision. This letter will be copied to Meera Komaraju.
 - A number of Civil Service employees are retiring: Bill Null – April 30th - retirement reception at the bowling alley.
 - AP Staff Council had a Happy Hour on March 27th for all AP and Civil Service staff. A. Travelstead, E. Cheek, and S. Newman attended from Council along with a few other civil service staff. Attendance at these events is getting better. All are invited and the events are announced via the listserv.
- VI. **Reports**
- A. **Council President**
1. **Constituency Heads Meeting** – has not met; A. Travelstead has tried to communicate with the Chancellor's office to get the next meeting date but has not heard back from Sharon Brooks. Next meeting time remains unknown.
 2. **Board of Trustees Meeting** – the Board met March 27th and 28th at SIU School of Medicine in Springfield. A. Travelstead, E. Cheek, and S. Newman represented CS Council and attended the Thursday afternoon meeting.
Highlights: Five new members were seated to replace the three expiring terms and the two members (Marsha Ryan and Tom Britton) that had not been approved by the legislation under Gov. Rauner. Three new are returning former BOT members: John Simmons, Ed Hightower and Roger Tedrick. Subhash Sharma and Edgar Curtis are new to the Board. The Board approved the Presidential Search Advisory Committee charge, composition and time table. The time table from the agenda was amended to have a president in place no later than December instead of August. It is expected that the chancellor search for SIU Carbondale will be pushed back as well because they want to have a president in place before beginning a search for a chancellor.
Other items - The Board approved: serving area improvements at Trueblood, membership

agreements with Broadcasting Services and WGBH, and salary and appointment of the special assistant to the President. That is a part-time position for the next 6 months. They approved considering the appointment and salary for the new Head Basketball Coach at SIU Carbondale – Bryan Mullins as of April 1 - \$475,000/yr for 5yrs. New Hires: John Frost is the new Director of Undergraduate Admissions, IT had a promotion. 35 sabbaticals were approved. Carolyn Harvey asked about changes to BOT bylaws. A. Travelstead stated a lot was language changes, some from a 3rd party firm's suggestions because they learned some was not allowed, ie: they addressed who can add items to meeting agendas. Now all Board members can affect agenda items as long as at least two members agree. Amy Sholar, trustee, brought up the search waiver for the System President's special assistant position as a practice that they wanted to steer away from because of issues with search waiver use in the past but since it was a temporary 6 month position and, if the entire Board was in agreement, then she was ok with it. C. Harvey asked why the President needed a special assistant if the office was fully staffed. Official reason is unknown. M. Shields asked if the BOT allowed both student trustees to vote because of previous discussion to allow both to vote. A. Travelstead noted only one student was voting and it is Carbondale's vote until June 1st and then the Governor would choose but traditionally it alternates year to year between campuses. Next meeting is May 16th on Carbondale campus. All are invited. Committee meetings on the 15th and Board meeting on the 16th.

B. **School of Medicine Civil Service Council** – No report

C. **Annuitants Association** – C. Harvey – Met of March 14th. There are concerns about buy-outs and constitutional amendments. Scholarship applications are coming in. There are 19 applications and 2 scholarships to give out. April 23rd meeting is open to all and Dr. Dunn will be the speaker. 10:15am at Grace United Methodist Church on Tower Rd. Need to RSVP because lunch is involved.

D. **Human Resources** – J. Watson - No report. T. Moore stated SURS counselors are coming to campus. Appointments are full. General retirement session is April 24th and an email went out.

E. **Council Committees**

1. **Executive – Elizabeth Cheek**

A. Travelstead stated we are looking for a Treasurer for the Council. Since Diane Frew retired a fiscal officer needed to be reassigned so Tony is currently assigned.

2. **Budget** - No report

3. **Bylaws - Marianne Shields**

M. Shields asked if the approved Bylaws revisions had been submitted to the Chancellor. Due to Scott Rakow leaving, A. Travelstead stated he would check on the status to see if Scott sent them in. A. Travelstead asked for the Bylaws Committee to meet and discuss the possibility of Council members using proxies for meeting absences without counting against their attendance record as an excused absence and while he does not want the use of a proxy to be abused he has tasked the committee with coming up with a more lenient solution due to increased workloads and difficulty for all to be present all of the time.

4. **Civil Service Benefits – Richel Biby**

R. Biby – no report. E. Cheek asked if the committee could meet to discuss a short-term disability benefit for our constituents. We do not have coverages for short-term benefit from day 1-60 when other benefits kick in. A. Travelstead asked if the committee could discuss the use of a sick leave bank. T. Moore has looked into sick leave bank across all campuses in the past and stated it is not used often. She also stated there are issues related to pay differences between those donating and those receiving time in terms of dollars. R. Biby will call for a meeting with the committee. K. Morgan noted SIH used a sick leave bank.

5. **Education Assistance – Trish Cochran**

T. Cochran reported that the committee has not met but will meet on April 18th or 19th to finalize Flea Market plans set for April 27th in the arena parking lot on the north side of the lot. A. Travelstead states 13 vendors have signed up for spots so far. The flyers needed to be updated and will be sent out to each Council member via campus mail for distribution. A volunteer sign-up

sheet was sent around for members to volunteer time during the flea market. 5a-8a, 8a-12p, 12p-4p. Flea market starts at 8am and ends at 4pm. Vendors: Boy Scout troop from Murphysboro will come do food vending but the boys will be away for another activity and they asked if it was ok if they didn't have youth present that day. No Council members objected. A. Travelstead addressed concerns brought up about funds not being released to spring award recipients. \$3200 was transferred via IDF to SIU Foundation a day or two before SIU Day of Giving which took precedence over processing our scholarships. The check has been deposited and Kimberly Hawk is working on released funds to award recipients ASAP. T. Moore asked about the next Quatro's fundraiser. T. Cochran said she has had difficulty getting possible dates from Steve Payne and asked if anyone could help. E. Cheek said she would see if she could get a hold of Steve. M. Tourville asked about another opportunity with Don Sol and Trish said she would look into it.

6. **Elections – Shannon Newman**

S. Newman stated everyone should have received their ballots and elections are under way. Due to the 12 School of Law employees changing sectors from General to Provost, they were inadvertently listed in both mailing lists because of a clerical error. Those 12 employees were asked to only vote in the Provost sector and to discard the email with the General sector ballots. The General sector ballots were strictly write-in ballots since there were no candidates running so there is minimal risk of double voting. Anyone from the 12 employees written in would be ineligible candidates due to the re-sectoring of the School of Law. The Elections Committee made amendments to the Operating Papers in coordination to the changes previously made to the Bylaws. The amendments were approved by Council.

Motion – C. Green

Second – D. Legier

7. **Public Information - Cyndy Green**

Via email, the committee has voted Tammy Wieseman to chair of the committee due to Natalie Sutton's resignation from Council. If Tammy is not re-elected, a new chair would need to be elected. A. Travelstead tasked the committee to coordinate an event, shortly after graduation, to have Ameren come in and give two short 30 minute presentations to our constituents about their savings programs for those that have home heating provided by Ameren similar to the presentation they did for Council. He also asked the committee to set up a forum with the Chancellor as well as a newsletter since we have not had one in quite a while.

8. **Range – Jim Bigogno**

J. Bigogno was elected chair of the committee and has accepted. The committee has met. Information regarding SIUE salaries, both union and range, have been requested via FOIA and we are waiting for the same information from SIUC. E. Cheek spoke with Jennifer Watson and we should have that data by the end of the week. Jim has vowed to reserve all public open forum areas on campus when BOT meetings are at SIUC to provide an opportunity to share information to those attending Board committee meetings.

9. **Staff Excellence – Cyndy Green**

C. Green reported two recipients have been selected to receive the award. Tim Attig and Jeff McGoy will be honored April 22nd 2019 at a reception. Location and time to be determined.

F. **Constituency Committees**

1. **Advisory Committee, Director of Public Safety** – C. Lilley - No report

2. **Computing Advisory** – S. Newman/C. Woodruff - No report

3. **Honorary Degrees** – S. Garnett - No report

4. **Intercollegiate Athletics Advisory** – T. Wieseman - No report

5. **Naming University Facilities** – C. Waters - No report

6. **Parking and Traffic Appeals** – E. Cheek – Meets April 12th

7. **Recreational Sports and Services Advisory – E. Cheek**
 - Exterior Painting bid documents received and work will be completed over the summer. Costs from reserves in the amount of \$370,000.
 - Athletics equipment transfer from Trout Whitman to the Rec Center in June. Temporary weight room closure is expected but there will always be at least one available to patrons. Equipment will be repainted before distribution throughout the facility. A donor is funding new equipment for Athletics.
 - Shower replacement – Removal of old shower poles and installation of 6 new shower poles in the locker room showers. Inconsistent water temperature and pressure has been the number one complaint from patrons.
 - East Gymnasium – Floors are resealed every 2 years as part of planned maintenance. This summer the East gymnasium floors will be lightly sanded and resealed using water-based sealer. The court center logos will be removed and replaced with 3 new logos to be determined. New maroon and white basketball nets and black pads will be installed to reflect school colors.
 - North and South entrances – For security and custodial scheduling issues, north and south entrance locks will be replaced with programmable locks which will be accessible from the Facilities Operation Center. Costs will be paid from reserves.
 - Pool – scheduled maintenance completed over spring break. Large pipe leaking was replaced, concrete work on diving platform was completed last week. 10yr maintenance is required on concrete platforms due to moisture causing expansion and concrete cracking and falling off so a preventative coating is being applied to slow the process. Athletics will pay for half of the expenses.
 - Graphics – To update room throughout the facility, new graphics will be added to the boxing room, fitness studio and martial arts room. Discussion is under way regarding new logo in the pool as well as along the North wall of the East gymnasium highlighting SIU track history.
 - Idea stages update – projects to update the Rec to better use under-utilized spaces: squash courts, racquetball courts, multipurpose studio, & possible addition putt-putt golf.
 - MyZone usage is increasing allowing users to monitor effort level, heart rate etc.
 - Purchasing - 4 TVs for the cardio room, to replace one facing the pool lounge, replace a broken TV, and for marketing the rec center.
 - Membership Incentives – “Get Yourself Out There”. Submit photo of outdoor recreation by April 18th. Photo posted to Facebook and the photo with most likes gets a discounted membership. Winner announced on Earth Day, April 22.
8. **Student Center Advisory – J. Brant – Will meet on April 15th.**
9. **Traffic and Parking – K. Morgan – Meeting tomorrow.**
10. **University Joint Benefits – E. Cheek/C. Waters – No report**

G. **Special/Other**

1. **Employee Advisory Committee to the Merit Board – S. Garnett**
 - Met Jan 10-11 at systems office. 2 members re-elected: Rick Marr - ISU, Peter Skrypkun - WIU, 2 new members: Shauna Bishop - SIU School of Medicine, Jackie Pointer - CSU.
 - Larry Curtis from SURS was guest speaker to talk about challenges with expected influx of retirements and buyouts.
 - Search is underway for a new attorney for the Systems Office.
 - Next Meeting April 17-18. July 18-19 at NIU.
 - Questions regarding WIU's future.
2. **Legislative Advisory – M. Shields – No report**
3. **Diversity Committee – A. Travelstead – No report**
4. **University Accreditation Committee – Marianne Shields – Steering Met March 26th, divided into**

small groups and assigned a criterion for the assurance argument going to the accreditation group. Each group reviewed only the assigned criterion and made edits, suggestions etc. Once all feedback is received back it will be released to campus for feedback. Ruth Anne Rehfeldt is spear-heading the accreditation for campus.

5. **Centralized Equity and Compliance** - E. Cheek – No Report
6. **Chancellors Planning and Budget** – M. Shields tentatively meets on April 18th.
7. **Academic Calendar Committee** – *Joan Looft* – No report
8. **LGBTQ Advisory Board** – K. Wece – No report

VII. **Old Business**

State University Civil Service System special meeting. April 11 at 11am. They will come down to talk about positions conversions from AP to Civil Service and discuss how that will affect salaries, bumping etc. They will also speak about the changes to the Office Support and Clerk lines. AP Staff Council has been invited as well.

VIII. **New Business**

None

IX. **Non-Agenda Items**

None

X. **Adjournment**

Motion – M. Shields

Second – J. Brant