

2018-2019 CIVIL SERVICE COUNCIL
Wednesday, January 9, 2019
Student Services Building Room 307
1:00 p.m.

I. **Call to Order** the January meeting was called to order by Anthony Travelstead, President, Civil Service Council.

II. **Roll Call of Membership**

Members Present: Richel Biby, Jim Bigogno, Trish Cochran, Diane Frew, Ann Gilliam, Cyndy Green, Dawn Legier, Kym Morgan, Shannon Newman, Marianne Shields, Natalie Sutton, Anthony Travelstead, Tammy Wieseman

Members Absent with proxy: Casey Kidd (Ira Tripp– proxy), Michele Tourville (Lori Randolph – proxy)

Members Absent: Elizabeth Cheek, Tara Moore

Others Present: John Carrol (Ameren), Justin Harrell (Facilities), Carolin Harvey, Scott Rakow

III. **Guest Speaker(s)** – Justin Harrell (engineer with the physical plant for 15 yrs.) spoke about energy usage on campus. Annual costs are approx. \$12.7 million (including water). “Energystar” program could lead to 60% (or \$7.5 million) in potential savings. Training programs need to be developed to help reduce day-to-day energy costs. J. Harrell then introduced John Carrol of Ameren. J. Carrol spoke about energy savings plans available to residential customers and mentioned AmerenIllinoisSavings.com as a resource to gain further information.
A. Travelstead stated that he would pass on the information to his constituents.

IV. **Approval of the Minutes** – The minutes from the October, November and December 2018 meetings were not ready for approval.

V. **Announcements** – Scott Rakow hired as the Professional Constituencies Office Support Specialist.
Elizabeth absence (surgical procedure) – may be out a few more weeks.

VI. **Reports**

A. **Council President**

1. **Constituency Heads Meeting** – have not met; this year’s meeting has not been scheduled yet; the next meeting might be in February.
2. **Board of Trustees Meeting** – the Board met December 12 and 13, 2018 at SIU Carbondale.
Highlights: Efforts to improve enrollment, re-allocating funds (room for improvement), re-organization update/timeline, one third of colleges have approved plan. Aircraft purchase for flight school – originally approved over one year ago - costs have increased but no loan needed; planes will be paid for “up front.” Touch of Nature retreat Jan. 31 through Feb.1.

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

C. **Annuitants Association** – C. Harvey - No report

D. **Human Resources** – J. Watson - No report

E. **Council Committees**

1. **Executive**

D. Frew passed out reports

2. **Budget**

No report

3. **Bylaws**

M. Shields reported the revision (re-wording) of By-Law Article 2, Section 4, Membership. J. Bigogno questioned the wording and clarity. Discussion followed. A second reading will occur at the next meeting.

4. **Civil Service Benefits**

R. Biby – no report

5. **Education Assistance**

T. Cochran reported that the Education Assistance Award had 18 applicants, of which 16 qualified to receive the \$300.00 award. A motion was made and seconded by M. Shields with none opposed to awarding the money. Last year's (2018) endowments and fundraisers provided \$5090.00 of which \$4800.00 (16 x \$300.00) will be used, leaving a balance of \$290.00 to carry forward. The Quatro's fundraisers are successful and the question was raised of adding another (from 2 to 3). The Flea Market dates are April 27 with a rain date of April 28. Another fundraising suggestion was made to deduct a small amount from all staff members' paycheck. This was thought to put too much of a burden on the payroll department which is understaffed.

6. **Elections**

S. Newman reported that an employee list from human resources will be requested for the upcoming elections. The next Election Committee meeting date is still to be determined.

7. **Public Information**

N. Sutton – no report

A. Travelstead raised the question regarding a newsletter (which has not been produced in two years). A meeting will be scheduled to discuss.

8. **Range**

A. Travelstead – no report. Mentioned that payroll dept. is understaffed and employees waiting for retro pay and 1% increases may have to wait longer (until FY 2019 contracts are approved).

A. Travelstead and E. Cheek have begun discussions to approach the Chancellor regarding FY 2020 increases (based on IBHE 16% budget increase statewide). Other campuses will be doing the same.

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** – L. Knight - No report

5. **Naming University Facilities** – C. Waters - No report
6. **Parking and Traffic Appeals** – E. Cheek - No report
7. **Recreational Sports and Services Advisory** – E. Cheek - No report
8. **Student Center Advisory** – L. Knight - No report
9. **Traffic and Parking** – K. Morgan – No report
10. **University Joint Benefits** – E. Cheek/C. Waters – No report

G. **Special/Other**

1. **Employee Advisory Committee to the Merit Board** – S. Garnett – No report
2. **Legislative Advisory** – M. Shields – No report – Waiting for legislative changes.
3. **Diversity Committee** – A. Travelstead – No report
4. **University Accreditation Committee** – Marianne Shields reported that sub-committees will be sending out questionnaires. Please respond if you receive these.
5. **Centralized Equity and Compliance** - E. Cheek – No Report
6. **Chancellors Planning and Budget** – M. Shields reported full notes are available on website (M. Shields will email everyone the report link). Enrollment and admission requirements discussed (ACT score vs. high school GPA). Fall 2019 goal; 1200 first time students/1300 transfer students. SIU marketing materials are now created “in house.” Discussion followed.
7. **Academic Calendar Committee** – *Joan Looft* – No report
8. **Final Exam Committee** – A. Travelstead reported that a meeting is scheduled for 1/29/19
9. **LGBTQ Advisory Board** – K. Wece – No report

VII. **Old Business**

A. Travelstead discussed letter for Jon Bean re: hiring decisions.

VIII. **New Business**

C. Green requested that Faculty/Staff Excellence Award nominations be placed on the agenda. First meeting scheduled for January 24. Nomination deadline 4:30pm February 8.

IX. **Non-Agenda Items**

Shannon Newman – Graduated!

X. **Adjournment**