

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

I. Call to Order

The March 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, Ann Coward, Todd Duermyer, Shari Garnett, Cyndy Green, Tammy Hopkins, Victor Martin, Kristen Matthews, Diane McIntyre, Marianne Schoonover, and Anthony Travelstead.

Absent: Matthew Stottler

Guests: Andy Hawkins, Melissa Laake, Dina Timmons, and Nick Wortman.

III. Guest Speaker - (none)

IV. Public Comments – M. Cordes stated Spring Break is next week.

V. Approval of the Minutes for February 5, 2025

Motion: A. Travelstead

Second: K. Matthews

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

VI. Announcements – (none)

VII. Reports

A. Council President

- 1. Chancellor Meeting –** E. Cheek stated the meeting was moved to March 3rd. Some of you saw the article that came out in the Belleville News-Democrat regarding layoffs and buyouts at SIU Edwardsville and are wondering if the same thing will happen here at SIU Carbondale. Chancellor Lane indicated SIU Edwardsville has faced an enrollment decline. Tuition revenue has been up in Carbondale, and we instituted the hiring chill several years ago. Layoffs at SIU Carbondale are not on the table for discussion at this time. There are also no retirement buyout offers on the table for SIU Carbondale. E. Cheek stated we discussed the equity compensation study. The additional data is back from CBIZ, and the Steering Committee will be meeting after spring break. We're looking at internal, external, and R1 regional school comparisons. E. Cheek stressed the importance from the Civil Service Council that we would like to see this be based on years of service, not years in classification as many have moved to accept promotions. We also would like level of education considered for each staff member since we are a higher education institution. The study will need to be completed in five to seven years to keep up with inflation. The university is hosting newly onboarded faculty and staff at a luncheon. The Chancellor mentioned constituency heads at this luncheon but agrees including constituency heads at future luncheons would be supported. The governor's address mentioned a 3% state appropriation increase. If that stands, Chancellor Lane has directed his staff to prepare proposal scenarios for a 1-2% salary increase for non-represented employees. He hopes this increase will be on the checks in August or September and will be retroactive to July 1. Other increases would be governed by collective bargaining agreements. Chancellor Lane currently has four strategies/top

priorities. The first one is to grow undergraduate, graduate and online enrollment. Second is to continue to increase retention and persistence across campus. The third is to continue the hiring chill with strategic hiring practices and hold departments to their operating budgets. And the fourth one, the Deans will be reporting low performing programs to IBHE just as they always have; however, we will ask the Deans to work with faculty to determine what is needed to strengthen the program moving forward.

M. Schoonover asked about the \$77 million contract with the firm, INTO University Partnerships, to recruit international students. It was mentioned in the Board of Trustees February meeting minutes. No one knew the details of the contract.

2. **Board of Trustees Meeting** – The next meeting is April 17, 2025, at Southern Illinois University Carbondale. E. Cheek stated the agenda will be forwarded to everyone.

3. **Chancellor's Leadership Council** – Council has not met.

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

C. **Annuitants Association** – *Carolyn Harvey* - (no report)

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

N. Wortman shared a PowerPoint presentation titled, "HR Updates for Civil Service Council 2/5/25." Chancellor and I had some conversations this week, and he's asked me to work with our Committee on Employee Appreciation & Engagement with putting together a staff professional development Appreciation Day. We're looking at doing that next March, probably right after we come back from spring break. The thought is we want to put together a variety of developmental opportunities with folks and in the words of the Chancellor, some opportunities to pamper our staff as well. I'm really excited to get planning on this, and I know you all have kind of a subcommittee that I think will be able to put forth a lot of good ideas and efforts to be kind of a whole day event where we release people from day-to-day work tasks to participate in various events around campus. We've talked in the past about the FLSA threshold changes. We did go ahead and make all of the changes March 1st. This should have been communicated out with all the employees that were affected - supervisors, etc. That process is complete. Any issues, questions, etc., feel free to reach out to me or Renee Colombo. Compensation 2030 - we've been in a place where we've been waiting on CBIZ with all the job analysis questionnaires and what their recommendations are. We have pretty good preliminary results back. We'll be meeting right after spring break with the Steering Committee; Elizabeth is an important and crucial part of that Steering Committee. We'll be reviewing initial results from CBIZ, talking through some of the next steps and recommendations with them, and learning about the structures that they're proposing. I'll then be working with cabinet members and departmental directors, Deans, etc. - have one-on-one groups to go around and talk through the new structure so they will understand what the new job families, sub families and levels are. We will go through the initial mapping results with them of their areas and garner some good feedback from that end. We will have an open forum for campus probably around the 1st of April to roll out the initial results like we did with the faculty - answer any questions that people have. There will be multiple forums so folks have a chance to attend. We will then work with CBIZ to take any feedback that we have from any of our Steering Committee meetings, meetings with campus leadership and cabinet, and from our open forums to make any tweaks or adjustments that we may need to make to the general structure and plan that we have moving forward. We hope by mid-April to really have the new compensation policy and administrative guidelines sort of finalized. We will work closely with Chancellor Lane and Vice Chancellor Simmers on our strategy. How much money are we going to have to put towards market adjustments? How much money are we going to have to put towards compression adjustments? What does that mean for the COLA increase? We hope to have a solid strategy towards the end of June. So, more information to come. By the end of July, we want to have communicated any results to affected employees in terms of changes in their job classification, their mapping, and whether or not they can expect to see any changes to compensation. We will go live with the whole new system no later than the 1st of September. Hopefully, we're going to be able to do that within August but want to give

ourselves a little bit of a buffer, because there's a lot of heavy lifting to be done. We will be looking at (planning on right now) lifting the audit freeze. Right as we're getting ready to kind of go live with this, we want to be careful not to sort of create chaos in terms of the structure and where people are with mapping and the work that's already been done on JAQs. I want to remind people that temporary upgrades are not frozen. So, if you had some major changes in your job, have completed the JAQ, but are waiting, we can still go through our temporary upgrade process and help people with that compensation in the meantime, until we get all of this stuff finalized.

D. McIntyre asked where is SUCSS in this in regard to the civil service classification? Is this information aligning when you talk about changing people's job titles and compensation? When we test anywhere in the state of Illinois that tests for a specific job, that title entitles me to that classification with that compensation. How does SIU communicate that information to SUCSS and how are they able to separate themselves differently from working through that process? E. Cheek stated your job classification does not change; it's your job family that is being developed. SIU Human Resources sets the salary, not SUCSS. Human Resources provides the salary data to SUCSS to update the SUCSS website. N. Wortman stated you can think of this project as job audits across the university. So, as we have moved through job audits in the past that might lead to someone being in a different classification. We're not breaking away from the civil service classification system. We are not changing the minimum requirements to those jobs. All we're doing is some underpinning underneath of that to make sure that we're providing clear guidance for people in terms of what their career paths are. We are grouping classifications in subfamilies, families, and career track levels. Then we are assigning consistent pay grades. D. McIntyre asked about the wording used for jobs posted online for range employees, "final salary offered will be commensurate of qualifications and experience while considering internal equity and budget constraints." Does that apply equally across campus to all of those classifications or is that departmental or campus wide budget constraints? N. Wortman stated I think with the new salary transparency rules we are putting forth we have to make sure that we are telling people what they can expect to be paid. Within some of our non-represented groups, there is more flexibility in terms of what the compensation one can receive than some of our represented groups. We are trying to be transparent and saying that we take equity, internal equity and compression into account. And we also have realistic budget limits that we have to take into account. V. Martin talked about issues with onboarding new employees and getting access to technology. N. Wortman asked to have the business person reach out to him and Renee Colombo to talk about the issue.

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

F. Council Committees

- 1. Executive/Budget – Tony Travelstead** – Committee met February 20th and set agenda. A card was given to M. Cordes (death in family) on behalf of the Council.
- 2. Bylaws – Marianne Schoonover**
M. Schoonover stated the bylaws document was changed (regarding medical leave & virtual meetings). The final document will be sent to the Chancellor's Office.
- 3. Civil Service Benefits – Cyndy Green** - Committee has not met.
- 4. Education Assistance – Tony Travelstead/Todd Duermyer** – Committee has not met.
A. Travelstead stated we have some fundraiser plans coming up (dine in at Freddie's March 19th from 5-9pm, Mod's Pizza April 9th, Quatro's Pizza May 13th, and the flea market April 26th). The flea market is our big fundraiser for the year (please sign up to volunteer).

Everyone received flyers for the flea market to post in laundromats, grocery stores, etc. The event was posted on Facebook. We are in the process of signing up vendors; we have 16 signed up so far. The flea market is on the same day as the Cardboard Boat Regatta and a baseball game. Quatro gift certificates are available. I'll probably go ahead and book the dates for the fall at Quatro's Pizza. The Silkworm apparel store was active yesterday, and it was posted on Facebook. Shoe orders from the Alumni store are at their office.

5. Elections – Tammy Hopkins

A. Travelstead stated the statement of candidacy emails went out. They are due today by 4:00 p.m. There is one open seat for the Provost & Vice Chancellor area, one open seat for the Vice Chancellor of Administration & Finance area, two seats for the Vice Chancellor & Student Affairs area, and three seats in General. We have enough people right now with statements turned in to cover the Provost sector and General sector. There is one person signed up currently for the Student Affairs sector and there has been no interest in the Administration & Finance sector. I did send out a reminder this morning that the deadline is today. Once we confirm that these individuals are in those sectors, the ballots will be put together and emailed on March 26, 2025. The winners of the election will get seated at the May 7th Council meeting.

6. Public Information – Thomas Becker

There is a meeting tomorrow at 1:30 p.m. The committee was asked to look at the draft newsletter and add anything missing. The goal is to have it done, get it approved and sent out at the latest on Monday.

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

A. Travelstead stated we have been holding off on having a meeting until we hear more on what the Steering Committee with CBIZ is doing. Hopefully, we can get an update from Madam President after they meet. We are still looking at longevity increases, as it is not going away. We're waiting to hear from this survey they've done.

G. Constituency Committees

1. Academic Calendar Committee – Todd Duermyer

T. Duermyer stated we met a week or two ago. Rachel Frazier sent out an email to Elizabeth Cheek about the discussion of fall break. This was brought up, I believe through the Provost, because of SIUE's discussion, memo and what they're doing. The thought was for SIUC to match. Pretty much the consensus is no. This was discussed with faculty, administrators, and councils. While it's not mentioned in Rachel's email, there is a strong consensus that closing on December 24th would facilitate safer and less rushed travel. T. Becker asked why this is being considered. T. Duermyer stated the Provost saw this and wanted the committee to discuss bringing back the fall break. There was discussion in the meeting about how a mandated mental health [day] is coming from the federal or state level for students, because I believe in K through 12 there may be one, but in higher Ed, I don't believe there is one. So, there was discussion of this, but it doesn't look like this will be legislated at this moment.

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

3. Computing Advisory – Ann Coward

Amelia Ketzle, Olinda McKaughn and I met via Teams. Olinda is now going to be thinking about what we're doing, and she's considering having a charter rather than bylaws. She's looking into that and then is going to call another meeting with the two of us so that we can talk about it.

4. Honorary Degrees – Todd Duermyer - Committee has not met.

5. Intercollegiate Athletics Advisory – Victor Martin – Committee has not met.

6. Naming University Facilities – Marianne Schoonover - Meeting next week.

7. Parking and Traffic Appeals – Mickel Cordes

M. Cordes stated we met on the 11th, and we had two people that appealed. One was

denied and the other one was granted because the wording on his violation was not precise enough. Apparently, it was about somebody parking into a 4pm-12am spot and it didn't really state in the book if they needed a sticker or not. One part of the book said it did, and the other part said it did not; so, they are correcting that part.

8. Recreational Sports and Services Advisory – Shari Garnett

Committee met on February 13, 2025. Corne Prozesky announced they have hired two new coordinators: Joshua Heape (Competitive Sports) and Andrew Taylor (Member Services). They also have a new building custodial sub-foreman (Chad Weedman). Many of their projects are complete: All American Lounge, indoor pickleball court, repair of diving platform, east gym climbing wall and hammock garden. The installation of the Campus Lake fountain and lighting for Rinella Field is still ongoing. They plan to begin repairs to the outdoor tennis/pickleball courts soon. The installation of a zipline over the pool is on hold due to the cost. They are waiting on quotes from FEM for repairs to the women's sauna. They need to update the exit turnstile due to entry problems. They are investigating options for a locking turnstile that requires a member to scan the turnstile to unlock. They are seeking fundraising for the outdoor firepit at Campus Lake. Midnight Canoe is restarting in March. They are planning to offer a multi-sports summer youth camp this summer. Rock Steady Boxing (fitness program for individuals with Parkinson's Disease) continues to grow. They received a \$15,000 donation to the program. Individuals can reserve a Pilates spot online now. They are looking into purchasing a virtual fitness program where members can go to a tablet and pull up an exercise program at any time. They are considering adding a new Faculty/Staff Gold Membership that will allow access to employees with 20 or more years of service to access the facility on M-F from 11:00 a.m. to 2:00 p.m. and on Saturdays and Sundays. The rising minimum wage and utility costs are causing a severe strain on their budget. Plans for hosting their regional conference is underway for conference dates of 10/16/25 – 10/17/25. The next meeting will be held on April 10, 2025.

V. Martin stated the Gold membership would be over 20 years of service. It would be a complimentary membership to those Emeritus that are not yet qualified for benefits. However, if you're Emeritus faculty and have a Silver Sneakers membership, you will not be eligible. But ultimately, 20 years of service, not yet eligible for retirement you'll be able to access the Rec. Center for free. I don't know if that's been approved, though.

9. Student Center Advisory – Todd Duermyer - Committee has not met.

10. Traffic and Parking – Stacia Werner – (no report)

11. University Joint Benefits –Dina Timmons/Elizabeth Cheek – Committee has not met.

12. Staff Excellence – Cyndy Green

We met on February 25th, and we went through our candidates. We had 11 - six AP and five civil service. We chose one AP and one civil service to present to the Chancellor. Announcement will be made next month.

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. There are a couple bills that we're following. House Bill 3062 - on the 4th of March it was moved to the Higher Ed Committee which provides that an applicant offered employment on or after the effective date of the amendatory Act must reside within a reasonable distance from the applicant's designated university facility to perform on site duties as required by the employer. We are also following House Bill 3046. On

March 4th it was moved to the Labor and Commerce Committee. It provides that nothing in the act or any rules adopted under the act prevents the parties to a collective bargaining agreement from agreeing to a provision that enhances the employee rights.

4. Legislative Advisory – Ann Coward

A. Coward stated I'm having a hard time keeping up with these executive orders and stuff. It's so fast changing; there were 76 executive orders the other day. Apparently, Chancellor Lane has said the executive orders about DEI don't affect us at the moment. D. McIntyre stated if we don't comply, we can lose federal funding. A. Coward stated I'm not quite sure how it doesn't apply to us. I'm assuming that he's talking to legal counsel about that. Many universities have been closing their DEI offices, firing people, changing web page wording, and all kinds of stuff. I will continue to put a synopsis up in Teams. We'll wait for see what the Chancellor does and says.

A. Travelstead stated the Social Security Fairness Act passed back in January. Social Security Administration had originally talked about it taking up to a year to do all of their calculations on the retro and getting that new balance. So, they came out with a new statement last week that all of those retro payments were going to be done by the end of this month, and the new Social Security payments will become effective starting March 1st. They always get paid a month late. So, any of our retirees that are on Social Security will start getting their new amount beginning in April.

5. Network Empowering Women Committee – Diane McIntyre

D. McIntyre stated I reached out to Renada and to Bethany. They do not have the staff that they are doing anything at this time, so there are no new updates.

6. System Staff Advisory – Elizabeth Cheek – Committee has not met.

7. Assistant Vice Chancellor for Administration and Finance – Thomas Becker

T. Becker stated nothing new to report. They selected someone for the position with a start date of April 1st, but they said they're not sure that gives them time to tell their employer to provide notice.

8. Dean of Library Affairs – Victor Martin

V. Martin stated we interviewed all the candidates selected for the first round of interviews. We submitted our recommendations for the top three for on-campus interviews. That's now with the Provost, and she'll make a decision if we move forward with those three candidates.

9. Director, University Honors Program – Odessa Colombo

O. Colombo stated we have just met so far; nothing to report.

VIII.

Old Business

- **Card and Flower Fund** – Donations are still being collected. The balance is \$43.

S. Garnett asked if this was in the bylaws or operating papers. E. Cheek stated it's not in the bylaws. It's a separate document and the funding belongs to the Council members, not the university. S. Garnett asked if the committee thought about raising it (dollar amount), as \$5 a year is really low. A. Travelstead stated it's a donation, so it's whatever you want to donate. E. Cheek stated we could put together another committee that could talk about raising that, if that's what we want to do.

- **Future Guests** – E. Cheek stated everyone was leaving for the tournament, so we had no guest today. I'm still trying to work with Athletic Director Tim Leonard's assistant to possibly have him as a guest for April. I have not received confirmation on that. Dr. Frazier has committed to attending in May. I know May is the meeting we switch over Councils, but because we have a guest that's committed to that date, we will definitely make it work. We look forward to Dr. Frazier joining us in May.

- D. McIntyre asked A. Travelstead if a plant sale was ever explored for a fundraiser option

(around Mother's Day). A. Travelstead said, "No." D. McIntyre agreed to be the head of this fundraiser.

IX. New Business – (none)

X. Non-Agenda Items – (none)

XI. Adjournment

Motion: M. Cordes

Second: V. Martin