

2023-2024 CIVIL SERVICE COUNCIL
Wednesday, April 3, 2024
Student Services Building Rm 307
1:00 PM

I. Call to Order

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

II. Roll Call of Membership

Members Present: Thomas Becker, Elizabeth Cheek, Mickel Cordes, Ann Coward, Todd Duermyer, Anthony Fobs, Cyndy Green, Amelia Ketzle, Kim Maier, Victor Martin, Marianne Schoonover, Anthony Travelstead, Tammy Hopkins

Members Absent: Bill Bruns, Matthew Stottler, Chris Woodruff

Guest: Chancellor Lane, Assistant Vice Chancellor of HR Nick Wortman, Dina Timmons, Leslie Bellock, Melissa Laake

III. Guest: Austin Lane, Chancellor

It's Springfield time. The Governor put out his proposed budget. It's not official yet, but he put out about a \$30 million increase to higher education, including \$24 million for the universities in the state and another \$6 million for community colleges. The proposal at the table would net us about \$1.7 million for our state appropriation. Last year SIU Carbondale received \$5.5 million. House and Senate hearings are coming up. We go before those panels in Springfield to talk about what is happening at SIU Carbondale. There is an increase for Map Grants and for Aim High. The session will run through May, so we won't really know anything about what our state appropriation looks like until after that session is over. Vice Chancellor for Administration and Finance Susan Simmers and her team are meeting with budget managers to give them a form to give a clear understanding of where the dollars are. In 2015, there was no state budget so we had to deplete a lot of our resources internally. We committed in 2017 to run a seven-year Financial Sustainability Plan to pay ourselves back. We have a remaining \$12 million from the \$38 million and we believe this year will be our highest payback year. To help carve into that \$12 million, a hiring chill took place. Since July 1, 2023 we still hired upwards of 300 people. Going forward, we have to build our reserve. The equity study will look at what our employees are being paid and how they were being paid compared to their peers based on education and years of service, including supervisors (faculty will go first). AVC Nick Wortman spoke about receiving a final copy of the contract from the St. Louis vendor, CBiz, giving it the green light, and start planning. E. Cheek will be part of the Steering Committee. Studies and reevaluation of all our classifications, making sure they're up-to-date, will be discussed. We will have a better holistic view across campus about our positions and who is doing the work. Policies, practices, and compensation will be reviewed. We will have career pathing and incorporate developmental opportunities and E-learning like LinkedIn. Nick wants to do a project website where the plan, timeline, etc. can be viewed.

IV. Public Comments (none)

V. Approval of the Minutes for March 6, 2024

Motion: A. Coward

Second: V. Martin

A vote commenced: 0 Nays, 0 Abstentions; The minutes from March 6, 2024 were approved.

VI. Announcements (none)

VII. Reports

A. Council President

1. Chancellor Meeting

E. Cheek stated the Chancellor's meeting was March 28, 2024 and discussed balloting for the council election and the lack of candidates (mostly due to workloads, not having enough time to commit). The office position for the Constituencies Office (Josh Frick's role) is being filled by Melissa Laake. We discussed the Vice Chancellor for Administration & Finance area, in particular with Federal Work Study and requiring Federal Work Study to hire the students. The Chancellor will check into this. Refresher for NEOED training was discussed. Chancellor Lane is planning to have the next Chancellor's Planning and Budget Committee meeting this summer once they know more on the final state budget. The current travel voucher process was discussed with the possibility of moving to an electronic process to help staff get reimbursed quicker. The Chancellor will proceed with an open forum or another listening and learning session this fall. Classification line ceilings and longevity for employees was discussed.

2. Board of Trustees Meeting - Next meeting April 11 – SIU Carbondale

3. Chancellors Leadership Council - No meeting in March. No Report.

B. School of Medicine Civil Service Council – Kim Howard / Dawn Hattey (n/a)

C. Annuitants Association – Carolin Harvey (E. Cheek uploaded information in the Teams folder.)

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

(Nick spoke with Chancellor Lane – see section III)

Use Microsoft forms drop box for audit (it'll date stamp it). Heather Rich will be point of contact for audits. Hiring chill depends on budget.

E. SURS Member Advisory – Elizabeth Cheek (has not met, no report)

F. Council Committees

1. Executive/Budget – Tony Travelstead (agenda was set)

2. Bylaws – Chris Woodruff / Marianne Schoonover (has not met - potential meeting for April)

3. Civil Service Benefits – Amelia Ketzle

Meeting next week with Nick Wortman and Kyle Crawford from HR – outline raises/promotions.

4. Education Assistance – Anthony Fobs/Tony Travelstead

Met last Tuesday. A link was created for the website where people can donate at any time. Mod Pizza fundraiser is May 5, 2024. Silkworm fundraiser is May 6-20, 2024 (made \$300-400 on last order). Quatro's Pizza fundraiser is April 16, 2024. Electronic letterhead and flea market yard signs will be purchased. Flea Market sign-up sheet for volunteers to direct people will be available. Twenty-two vendors will be there. The Building Service Union will not be able to do concessions. Decide if food trucks should participate. Request to advertise on social media.

5. Elections – Thomas Becker (ballots approved, statements sent, election closes April 10, 2024)

6. Public Information – Thomas Becker

Newsletter will be emailed Thursday or Friday.

7. Range – Anthony Travelstead

Met last week and this week to review longevity study. Letter was submitted to Chancellor Lane, AVC Nick Wortman, and VC Susan Simmers. We will continue with our longevity study push.

G. Constituency Committees

1. Advisory Committee to the Director of Public Safety – Andy Hawkins (n/a)

2. Computing Advisory – Amelia Ketzle (haven't met)

3. Honorary Degrees – Todd Duermyer (haven't met)

4. Intercollegiate Athletics Advisory – Victor Martin (will meet tomorrow)

5. Naming University Facilities – Marianne Schoonover (haven't met)

6. Parking and Traffic Appeals – Leslie Bellock (text message from Leslie was read by Marianne)

Still deciding who coordinates our committee. We have 7-8 students wanting to appeal.

7. Recreational Sports and Services Advisory – Elizabeth Cheek (will meet 4/25)

8. Student Center Advisory – Sarah Kroenlein (n/a)

9. Traffic and Parking – Stacia Werner (n/a)

10. University Joint Benefits –Dina Timmons/Elizabeth Cheek (haven't met)

E. Cheek stated that in communication with Nick Wortman and Chancellor Lane, they're wanting to continue this committee.

H. Special/Other

1. Chancellors Planning and Budget – Elizabeth Cheek/Marianne Schoonover (haven't met)

2. Chancellor's Task Force on Diversity and Inclusion – Crystal Harris (n/a)

3. CoBA Dean Search – Thomas Becker (No update from the last month.)

4. Employee Advisory Committee to the Merit Board – Elizabeth Cheek (meet April 25-26, 2024 in Springfield)

We're still talking about extra help extensions, testing concerns for non-custom classes, grant funded appointments, residential requirement and rule of three. E. Cheek passed out the Merit Board report for March 14, 2024 and read from it. Everything is on hold until there's more data.

5. Legislative Advisory – Ann Coward/Todd Duermyer/Victor Martin

Ann stated there is a lawsuit being filed by a judge regarding Tier 1 and Tier 2. (A. Travelstead stated there are two judges.)

Marianne stated HR did send out the notification for extra help employees to earn one hour of paid time off. It's a new Illinois law (Illinois Dept. of Labor). Extra Help employees are to earn 1 hr. of time off per 40 hours worked. Person has to work 2 consecutive quarters with

the intent of being employed past that. Time is lost at the end of the contract if not used.

6. Network Empowering Women Committee – Crystal Harris (n/a)

7. Staff Excellence – Cyndy Green (Mickel Cordes provided an email of event details.)

Faculty and Staff Excellence Awards are April 23, 2024 from 3-4pm in Morris Library, Guyon Auditorium.

List of award recipients:

Eduardo Gastal, Ph.D., Professor • Scholar Excellence Award

Kelly Bender, Ph.D., Associate Professor • Teaching Excellence Award

Mary Kinsel, Ph.D., Associate Professor of Practice • Teaching Excellence Award

Lahiru Jayakody, Ph.D., Assistant Professor • Early Career Faculty Excellence Award

Valerie Boyer, Ph.D., Associate Professor/Program Director • Women of Distinction Award

Camille Davidson, J.D., Dean • Women of Distinction Award

Kelli Whittington, Ph.D., Assistant Professor/Program Director • Emerging Leader Award

Katherine Elson, Academic Advisor • Staff Excellence Award

FNU Tugiyanto, Information Technology Manager • Staff Excellence Award

8. System Staff Advisory – Elizabeth Cheek (has not met)

VIII. Old Business (n/a)

IX. New Business

T. Becker stated CALPS is looking for a new Dean. He asked if anyone reached out to get a Civil Service representative. There is also a Dean search for the School of Law.

E. Cheek stated the Council of Councils is going to be at UIC October 23-25, 2024.

X. Non-Agenda Items

E. Cheek stated biographies and headshot photos are needed for the website (Becker, Cordes, Duermyer, & Woodruff).

XI. Adjournment

Motion: A. Travelstead

Second: M. Schoonover