The regular meeting of the Staff Senate was called to order on Thursday, February 6, 2014 at 9:00 a.m. in the Willow Room, Morris University Center by Michelle Welter, president.

**Present:** Bartholomew, Becherer, Caupert, Connoyer, Dain, Dickey, Dusenbery, Fricke, Gilmore, Hunter, Kershaw, Lesicko, Mumphard, Ormesher, Welter, Candela; **Ex Officio:** Manning, Senkfor, Pulley; **Panel:** Dain, Kruse (recording secretary)

**Excused:** Cobetto, Hamil

**Guests:** Terry Downey, Denise Cobb, Jeff Hicks

**Announcements** (from agenda)

- February is Black Heritage Month, Opening Ceremony on Monday, February 3, 2014 at 12 pm
- Sibs & Kids Weekend February 7-8, 2014
- Next Board of Trustees Meeting February 13, 2014 at 1 pm
- Ribbon Cutting for new Engineering Building on February 18, 2014
- Chancellor’s email to the Campus Community on January 28, 2014, forums
- March Guest Speaker, Jennifer Vandeever, Associate Vice Chancellor for Information Technology
- Service Awards Ceremony on March 31, 2014
- April 9, 2014, 11 am-1 pm Employee Appreciation Event (Ballroom and outdoor patio)

**Guest Speakers**

Michelle Welter introduced Sherrie Senkfor, Director of Human Resources and gave her the floor.

Sherrie Senkfor shared a PowerPoint presentation and answered questions about the following topics:

- AQIP project
  - Employee Excellence Program Review, chaired by Bill Musiak
  - Student employee looked at the employee reviews at some thirty colleges and universities
  - Narrowed it down eight schools for best practices (Performance Management Process)
  - Hopefully have done by April 2014
- Biennial SUCS Audit March 19-21 this year
  - SUCS attorney is now joining them on their audits at other schools
  - Takes six months to get results of audit
  - They audit positions that they think should be classified as civil service according to Michael Pulley (SUCSAC, EAC representative)
Do not usually look at the Office Support Series in audits, instead look at Professional/Administrative positions

- Handouts for Brown Bag Lunches
  - Eldercare
  - Summer Camp Expo

- Staff Engagement regarding Students (AQIP project results)
  - surveyed students
  - relaunched New Employee Orientation
  - implemented the Connections Now
  - decided not to release results of focus groups

- Employee Awards March 31, 2014
- Interviewing to move up within SIUE, employee training, management and faculty concern on how to interview for staff

- Customer service training
- module #12 for directors (Connections Now)
- Phase III presently

- Sherrie will come back when the project is complete with a follow up report around the end of semester

- Clearinghouse for students to complain and have complaints considered
  - A board is available outside Kimmel Office and Student Success Center for students to post complaints on post-its
  - Communications and Marketing responds to the Social Media accounts such as Twitter and Facebook
  - H. R. sends complaints to departments for them to take care of with the employee unless the person with the complaint wants H. R. to handle it

- Sherrie will send a copy of the PowerPoint presentation from today

Michelle Welter changed the order of the agenda for the convenience of the speaker’s schedule with everyone’s approval.

**Approval of Minutes:** The January 9, 2014 minutes were approved as submitted (Dusenbery/Bartholomew).

**Action**

The Administrative/professional Panel **brought forth** the name of Dana Dain for ratification as a Panel member. All **approved**.

Todd Bartholomew on behalf of the Negotiated and Prevailing constituency **brought** Anne Hunter’s name **forward** for ratification as a Senator and Panel member. **All approved**.

Michelle Welter called a break at 9:56 a.m.

The meeting resumed at 10:00 a.m.
Guest Speaker

Michelle Welter introduced Denise Cobb, Assistant Provost for Academic Innovation and Effectiveness and gave her the floor.

Denise Cobb gave a PowerPoint presentation about the Quality Check-up visit for Accreditation happening on March 19 through 21, this year and touched the following topics:

- Re-accreditation, faculty, staff and students
  - Currently Higher Learning of North Central via AQIP. The process occurs to attain federal financial aid for students/federal grants
  - The professional schools are accredited by accrediting bodies for professional schools in addition to the North Central AQIP process
  - In order for the professional schools to be accredited the entire university needs to be accredited.
  - Frequent basis, filed a Systems Portfolio in Fall of 2012; received Systems Appraisal (feedback); Strategy Forum (every four years) use data to drive improvement and not so much about accountability; then the Quality Check-up. AQIP requires that three projects are running at all times. SIUE is accredited through 2014-2015 and then a recommendation is made from the check up on the next phase or step.
- UPBC and UQC will merge
- Federal Compliance Review and rules have been revised, credit hours revised, audit of syllabi and class times. They are interested in the definition of a credit hour and that it is transferable to another institution (are students there from beginning of class to end of class time?)
  - Needs to happen: formal tracking of students’ complaints in a centralized way
  - Student financial aid and student outcome
  - They send a list of items for the university to work on
  - Non instructional versus distinctive objectives
  - Goals, measure, accomplish, fit with University long term goals
- How is SIUE using data to drive improvements?
  - Sharing data is important
  - UQC was formed in 2007 to manage AQIP and now is being re-envisioned and combined with UPBC
- March 19-21 is an opportunity for the team to meet in a Shared Governance Meeting. Denise encouraged the staff to try to attend this open meeting
  - There will only be two reviewers
- There are no real concerns, but some things to improve on
**Treasurer’s Report:** There was no report in Cindy Cobetto’s absence; therefore the Treasurer’s report will be on the March agenda.

**Old Business**

Michelle reported on the suggestions about Constitution and Bylaws are ongoing and if anyone has any concerns or suggestions, please contact Michelle. Since, the membership section of the Constitution and Bylaws is under discussion for revisions; Michelle requested that if anyone has feedback or questions on that section to contact her. If anyone is interested, they are welcome to attend the end of the Executive meetings where the suggested revisions are being discussed.

**New Business**

SIUE Smoking Policy: Michelle reported information from Sherrie Senkfor about the inclusion of e-cigarettes in the policy. There was a discussion with questions and comments

Fundraising Committee: Donna Lesicko reported that the Fundraising Committee would like to have a table at the Benefits Fair in lieu of the BBQ for pre-sale of cookie bouquets and candies. This could be an opportunity to hand out information about the Staff Senate. Possible cost of the bouquet would be $15.00 and candies would be $5.00 per bag. There was a question about if this would comply with the Ethics Codes and health department laws. There was a discussion. It was decided to table this for now until after the Fundraising committee meets on Tuesday where they will discuss this and other possible ideas.

Michelle met with Catering about different lunch items for the Benefits Fair. They could do a simple lunch such as hot dog, chips, cookie for $4.50. Another option would be continue to have BBQ but raise ticket price, or have catering do it all.

There was a discussion about the same issues would come up with catering and serving food as came up in the BBQ. It was decided to wait until the Fundraising committee meets and bring back suggestions to the Executive Committee meeting this month on the 20th. Donna will contact H.R. about a conflict of interest with an employee making the cookie bouquets and the concerns with the health department.

Staff Senate Scholarship and Faculty for Collective Bargaining Scholarship: Donna Lesicko reported that an employee was inquiring about the Faculty for Collective Bargaining Scholarship and the application and criteria was contradictive. A Scholarship Committee needs to be formed since there is business to be conducted such as revisions to the Scholarship Handbook including the operating papers, applications and eligibility criteria. Michelle requested if anyone is interested in serving on the Scholarship Committee. Todd Bartholomew and Donna Lesicko volunteered. They will seek other possible candidates who would like to serve on the committee.
Reports

Ex-Officio Reports

SUCSAC: Michael Pulley reported on the issues and concerns regarding pensions and changes. Michael provided handouts for everyone and will send the links to the Governance Secretary for filing. Topics covered:

- The Act was not well defined when passed and now legislators will do a trailer bill to remedy the inconsistencies
- Thirty and Out (nothing has been determined at this time whether this option will stay or not)
- The State promises to have contributions caught up by 2044 with the new revisions
- Currently funded at 40%, but will improve to 50%
- T#1 employee, Benefit changes, doesn’t impact
- T#2 employee, 3% or lesser than...
- Retirement age
- Earning cap
- Employee contributions of 8% are reduced to 7% by July 1, 2014
- Eliminate 1/2% increases because of COLAs, not charging for it now (1/2% less)
- T#1 – how do they pick 5%, they don’t know
- 100% managing money, don’t think it’s possible
- Global changes, overpaid to SURS, got check back
- Money Purchase formula was changed,
- New bond rate plus .75 points
- A 2700/month annuity will be 2000/month with the new plan,
- There will be no incentive because of no additional benefit to continue to work
- It is being recommended to meet with SURS counseling even if you have already met with them within the year (they are waiving the rule).
- With high inflation, bonds go up. The year one retires, SURS will use the bond rate that is in effect on July 1 of that year.
- COLA

Todd Bartholomew made a motion to suspend reports. Donna Lesicko seconded. All approved.

Michael Pulley continued to report that the SUCSAC constitution needs to be opened in order to change the election process for electronic balloting. EAC will be voting on this at an upcoming meeting.

Adjournment: The meeting was adjourned at 12:08 (Bartholomew/Lesicko).

Approved as submitted March 6, 2014 by the Staff Senate
Vicki Kruse/University Governance