The regular meeting of the staff senate meeting was called to order on February 5, 2015 at 9:01 in the International Room, Morris University Center by John Caupert, President.

John Caupert called for a quorum

Present: Caupert, Cobetto, Dain, Dickey, Dusenbery, Fricke, Hunter, Kershaw, Lesicko, Mumphard, Ormesher, Welter, Langston, Pulley

Excused: Bartholomew, Broadfoot, Candela

Absent: Cooper

Guest: Nasir Almasri, Bob Vanzo, Laura Scaturro

Announcements

Guest Speakers

Bill Dusenbery made a motion to limit thirty minutes for question and answers for Bob Vanzo’s presentation. Tom Dickey seconded the motion. There was a discussion.

John Caupert expressed appreciation for senators who gathered them and brought to the senate. John visited with Bob Vanzo and he accepted invitation to come back another time so that he would be the only guest speaker at that meeting. Staff Senators who are on the Parking Committee, it is senate’s responsibility to report to the representatives and for the representatives to report to the Parking & Traffic Committee. The Staff Senate will have Bob Vanzo back if this is not resolved. There was a discussion before a vote. A roll call vote was taken. There were five in favor and two not in favor. The motion to limit the discussion on Bob Vanzo’s presentation is carried.

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The Staff Senate introduced themselves for the guest speakers at the meeting.

**Nasir Almasri, is the Student Body President**, came to speak about the things students are concerned about. Two main issues are affordability and loan repayment as well as the sexual assault issues on campus. Student Government has been looking at different routes as far as on campus education. There is a campaign to help students understand what rape culture is and what sexual assault issues are. This was not run through Student Government; it was more through Student Affairs, Kimmel Leadership and Housing. What Bids On Campaign has done leading up to this campaign is that they had students come sign a pledge to become more knowledgeable about the issues and to support the end of these issues. The student government is trying to figure out ways to implement this campaign. They know that getting guest speakers and lectures isn’t all that’s going to help; it’s the culture that is going to have to change. Currently that is the biggest issue that we are trying to move forward with.

One thing that Student Government and other student governments are looking into is getting a state wide student government association. Taking the lead on this project is Mitch Dickey, the president at U of I, himself. They have put together a constitution and a summit. They are trying to take it on as a lobbying organization. They are looking at other schools for ideas and talked to other schools for help. They are trying to be a force to lobby for student issues. MAP funding goes to more profit institutions and that is what we will work on first and they have already might with a few legislators to discuss the matter. It will be a bi-partisan bill put forward.

Another issue is medical amnesty, where students will be able to call for help and not be punished for their actions. Example, if two freshmen students were intoxicated and one of them got ill, the other wouldn’t call for help because he/she is afraid of the consequences of their actions so the ill student doesn’t get help which could be fatal.

The third thing is student representation on search committees. The reason this is being brought up is because when students are on search committees for dean or vice chancellor, etc., is nice for student input but sometimes they get drowned out. Student Government prosed is to have two students on each search committee. It is a problem that students have good points but they get brushed aside does to technicalities.

Also the budget is complicated, student leaders know this but students might not.

**Questions:**

On the Good Samaritan/Amnesty is that going to be limited to alcohol or what about illegal drugs? Right now it is a very broadly labeled as intoxicated. This is a really good point that Nasir will write down.
One final thing that is a very touchy subject however there are student leaders that are interested in race issues and social media. The Senate will invite Nasir, again.

Bob Vanzo and Tony Langendorf from Parking Services came to speak at the Staff Senate meeting. Questions were sent to Bob Vanzo by email so he would have them ahead of the meeting. The questions along with notes and letters are filed with the minutes. The Staff Senate introduced themselves to the guest speakers. Bob Vanzo reviewed the questions that were proposed by the Staff Senate. A big issue that was brought up was the distaste in the parking machines. The old machines were replaced because maintenance on the old ones was no longer available. According to Bob Vanzo this new pay by space is preferred by the students because of the different payment methods. The complaints have decreased since the new system has been in place. One thing that parking services is working on that is Tony’s idea is when you hit the max pay button, some people were paying for a whole day. The system is being re-worked to where there will be a confirmation page that states how much you are about to pay and then you have to confirm it or go back. The vendor promised that this system would accept credit card and the cougar card. However the system still doesn’t accept these forms. The parking vendor has to work with the card vendor. Bob Vanzo wants an answer from the vendor if this is going to work. Meters and machines that give change are not on the market and will not be used. Bob Vanzo believes the more you use them the more they will become familiar. QUESTION; is it posted that the machine doesn’t give change? Answer; Yes the machine does say that it doesn’t give change. A concern; students and others would rather get a ticket then stand and watch to pay for space. Reply; revenues have been up since the change in system. Retort; that’s because people are paying more than they should. There is a discrepancy between the opinions that the staff senate have heard to what Bob Vanzo has heard. Suggestion was made about putting a change machine out in the parking lots. John was concerned that he puts in more time than needed because he is unsure of the amount of time he is going to be on campus. Bob said they are working on a solution that is a phone app (application) that will allow you to add time to the meters using your cell phone. This hasn’t become available yet; Bob is working on it along with the cougar card. What if you don’t have a smartphone? Then you can’t use the app. It was stated that this system is not user friendly. There is a lot of conflict in this matter. Bob states that the revenues have been up and the amount of tickets that are given out are decreasing. Bob talks about the revenue that is coming from the parking machines. There was a concern about the machines accepting fives and tens and not giving change. Bob states that they are not supposed to do that and that he will look into it. There are concerns that these machines are just complicated, however this is the new system that are replacing the old ones. These are not user friendly but out of all of the other machines on the market these are the most user friendly. What about putting more machines out there? Cost is a thing to consider, it is 10,000 dollars to set up one. The phone app will help with the adding time so that people are not paying more than they should. There is also another phone app that is out there that works with the police, it is called Rave Guardian. This app is a safety app that students can put on their phones. The app will call the police directly and the police are able to pull information from the user’s phone. The school bought it for the community because the police couldn’t afford it. There was discussion on this phone app. Bob Vanzo discusses how the prices are determined for Parking Services. Discussion was had on the new projects that the parking services are going through. More discussion was had on more concerns and questions.
John Caupert expressed appreciation to Bob Vanzo and Tony Langendorf.

John requests a motion to suspend the agenda. Bill Dusenbery motioned to suspend the agenda; Shrylene seconded. The motion carried.

**Action Item:** Ratification of Negotiated and Prevailing Senator, Anna Broadfoot. John calls for a vote. **All were in favor** to the ratification of Anna Broadfoot as Negotiated and Prevailing Senator.

**Consideration of the Minutes:** The January 8, 2015 minutes were approved as submitted.

**Unfinished Business:** As president, John Caupert appointed Dana Dain as Policy Review Committee Chair.

**New Business**

Nominations for Open Range Chair, Mike Pulley was nominated by Donna Lesicko. Mike Pulley accepts the nomination. At the March meeting there will be a vote.

The Negotiated and Prevailing Panel have nominated Clyde Trucks, II as a senator.

*John Caupert called a break: 10:22 a.m.*

The meeting resumed at 10:31 a.m.

Michelle Welter from Kimmel Leadership came to the Staff Senate meeting to speak about Summer Staff Senate Orientation/Training. Michelle took on the task to set up trainings. She is setting up a set schedule on training days every year over the summer. Michelle provides a rough draft for the Summer Staff Senate Orientation/Training. One of the main goals that Michelle has is for the group to get to know each other. Michelle reflected on her experience in the Staff Senate and realized that she didn’t know many of the people on the Staff Senate. She wants people to get to know each other. She has activities to promote this idea. Michelle has the Staff Senate do one these activities. Then do training afterwards. The training would be for the new people and the returning people. The training Michelle is setting up would explain what the Staff Senate is and what every aspect of Staff Senate, like scholarships, and parliamentary procedures. Discussion was had on were elections were going to be held in relation to this proposed training. The Staff Senate discussed different situations on the elections and training days. Michelle is suggesting that the training be held in the Student Success Center. During the summer the Student Success Center is convenient because it already will have a laptop and projector in the room and the rules are more lenient and you can bring in snacks. This would be held around June or July with the expectation that everyone will attend. The date should be selected soon so that it could be put out during elections. John ask if the training would be split in to two sessions, however Michelle finds in beneficial to have everyone together. Michelle can set up a survey to see what dates would be best for the people that are involved in the training. Michelle informs the Staff Senate to let her know if they have any questions or concerns. A question that should be asked during training would be what do you think a Staff Senator does? The training would help all of the senate to understand what the job is about. There was more discussion on the orientation and training. A
suggestion was made to have a brochure about the Staff Senate to pass out during New Employee Orientation.

Reports

Ex Officio Report: Mike Pulley reports there are three new members that are the committee he services on, Mindy Connelly-Stevens, Jamie Boyle, and William Ram. They are all on the SUCS committee. There is going to be one special election at UYUC coming up. The previous elections chair has resigned from the committee. There is a new one and it will take a little bit of transition. Section 250.50 which are two of the handouts that Mike passed out. The one with that says ‘Notice of Proposed Amendment is the newer one and the blue one that says draft on it is the previous one. It shows the draft and the one that will actually go and be voted on to see if we can make a statutory change to 250.50. Mike did get clarification on if you are coming from out of state and you have applied for a position here, if you have three Illinois residents that scored 93, 95 and 91 and you had two non-residents that scored 96 and 92 the 96 would still be ranked number four because it is from a non-resident. This is how the rule works now. If the proposed change goes through that is out the window, then technically in your top three would be a non-resident. That is for certain classifications, this is how most classes work. There is not a permanent exemption for SIUe. Our DR which is typically our HR director in this case, can exempt this rule, or suspend this rule if there is a need with her judgment. So if there is a specific position that isn’t getting enough Illinois resident to apply for, she can suspend the 250.50 at her discretion and then we can open in open to non-residents. It is not a permanent exemption it is on a case by case basis. If the 250.50 amended proposal goes through it wouldn’t apply anymore and it would be leveled playing field regardless of what state you are coming from or what country. However there are other federal regulations that don’t pertain to 250.50 when dealing with out of country. That is the update on the 250.50 and hopefully that provides clarification. The next thing to discuss is the rule of three demonstration project, which is different from the custom class like the IT. What they are looking at for the demonstration project is for is on the handout that has the graphs. This is a new interpretation of the rule. Instead of the top three people, they are going to look at the top three scores and they will allow different groups and SIUe did participate in this. The different universities, there were only one or two universities that chose not to participate in this demonstration project. What Tom and the SUCS office did was that they evaluated all the people that were hired that were part of this demonstration project and how it would play out if the rule was interrupted this way versus the other way. With the new interpretation of this rule the people that score lower than the top scores because they might have more experience, they will still be looked at. Here is what happened with the demonstration project, referring to the graph and informed the Staff Senate how to interpret the graphs. He then discussed the information of the graph. That is the rule of three demonstration project. There is an exemption procedures manual that guides the University. The concept is that there are certain positions that based on scores and a variety of other factors that can exempt you from civil service. Right now it is just a manual not part of the statutory and trying to make changes to the exemptions proceeds manual is difficult. There was discussion on this manual. There was also discussion on typing test. Mike talked about the addition of specialties to certain positions if the deletion of several classes or freeze the
There would be more modern classes like IT, Food Services, etc. They are dropping over 200 classes. Mike gave detail about this issue. There is more discussion with Mike Pulley.

**Treasurer:** No Report

**Panel Report:** Administrative/Professional Panel

**Standing Committees:** Scholarship and Employee Banquet Committee

**Other Reports:**

**Public Comment:**

**Adjournment:** With no quorum left, the meeting ended at 11:45.

Approved as submitted March 5, 2015

Vicki Kruse/University Governance

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Please, find questions and concerns that were gathered from the SIUE community about parking (new parking meters). Following the questions and concerns are some short notes from people and a few letters to the Parking Committee that were also gathered. At the very end, please find a few comments about the Post Office that continue to concern individuals at SIUE.

**Parking Questions and Concerns**

1. Is it possible to put the parking space number on the curb to make it easier to see instead of behind the car? Walking behind the car in a parking is a safety issue. (2)
2. When students, staff or visitors only need 15 minutes to park because they may only be dropping something off, stopping at Starbucks, picking up a transcript or forms from the Service Center, etc., there is no 15 minute option. (2)
3. Can an overhang be placed at the meter for when there is a line and the weather is bad? (2)
4. Could Lot B have an option for ½ hour payment increments?
5. What is the status on mobile payment option availability for pay lots (to extend time when meetings run long)?
6. Could the VC/Fitness Center lot be considered open lots (for any permit) during break weeks such as Thanksgiving week, spring break, etc?
7. Free parking during break weeks and finals week would be a nice perk for individuals who have a hang tag.
8. Why are there so many cars in the service area parking? Who can park there?
9. Many of University Hair’s clients have problems with the meters and consistently need assistance from their Shop personnel.
10. Why doesn’t Parking Services stay open till 4:30? They can always balance their drawers at 4:00 and any other transactions after 4:00 can be considered next day’s business. The Bursar’s Office does it.
11. A prominent sign for parking instructions is needed in the parking lot or at least a larger one when you pull in to the parking lot. The sign that is presented is a safety hazard since the print is
small and placed on a hill entering the lot as others are exiting and backing up out of parking spaces.

a. Visitors on campus complain of lack of signage for parking; many times they will drive into P1 after they have driven around campus trying to find the correct place to park and ask for directions.

12. The machines say they accept $1, $5, $10 bills, but DO NOT give out change. It is not posted that the machine does not give change. Is it possible to put a change machine next to the meter?

13. Are Alton and East St. Louis campuses represented on the Parking and Traffic Committee?

14. Where do individuals park when they are come for interviews and testing since testing can take more than two hours?

15. Can you, please, post where people can get a refund from money lost in the meters from malfunction?

16. Is it possible to inform staff at the pool and anywhere on campus about parking options including motorcycle parking? It could cause someone to get a ticket if staff has not been informed about parking policies.

17. Is it possible for SIUE to become more user-friendly to future students and the surrounding community as a whole with a visitor’s lot that is free?

18. Are all upper administrators such as the Chancellor, Vice Chancellors, Deans and all Directors, etc. required to purchase a hang tag?

19. The instructions are not clear whether the receipt goes on the dashboard of the car or on your person.

20. What is the procedure for issuing tickets when the parking lot (space numbers) is covered with snow?

21. Many debit and credit cards have not been accepted as a payment option; will people have that option in the future?

22. When the debit or credit card is inserted, it is difficult to retrieve because it goes really deep in the slot. Can that be adjusted?

23. Multiple parking tickets (citations) have been issued when the parking time is not expired.

24. Is it possible for you to go over how the revenue from tags, fees, tickets and towing are used and how the fees are set?

25. What are the guidelines for being towed?

26. Is there a cap on parking permit fees and how is that determined?

27. Is the Staff Senate representative on the parking committee to provide information to the executive committee or at the regular Senate meetings?

28. Is it possible for Staff Senate members to park their personal vehicles in the service vehicle area in the meter lot when attending Senate meetings? If so, how do they go about doing that?

29. Is it legal for contractors to park in handicap slips at the Alton Campus?

30. A staff member summed up the new parking lot in one word: BRUTAL

Letters and Notes:

During my visit to the graduation school open house, I experienced difficulty with several items:

1. The area marked for open house parking also indicated that a decal was required for parking, I parked in lot B to avoid getting a ticket

2. When I parked in lot B, the parking machine did not give back change which I was not aware of
A visitor has put in $10 and was only going to be on campus for one hour or less, and did not get change back. Visitors are not aware that they can go into Rendleman or to the Bank of Edwardsville in the MUC for change. But, even if they did leave to get change, they could receive a ticket in that time.

Someone came on campus as a chaperone for some bowlers. As they put money in the meter and read the option for extended time and chose it, they could not understand what to do. They decided to go inside without paying.
I received a parking ticket for Lot C at 4:13 p.m. on 12/2/14 – 5 minutes after I had paid $1 to park there. Thankfully, I still had my receipt and was able to leave work for a few minutes the next day and take both the ticket and receipt to parking services to get the ticket removed from my record. Apparently there is a lapse in time from when you pay in the meter to when it appears in the attendant’s computer. Since this is a new (and I’m assuming expensive) system, you would think it would work better than that. I’m sure if it has happened to me, it has happened to others also.

I didn’t find the ticket until I went to my car after 4:30, when Parking Services was closed. Although it was only a small inconvenience to me to get the ticket taken care of the next day since I work in the building, it made me realize what a major inconvenience something like this would be to a person who doesn’t work in Rendleman, or even worse, is a visitor who normally isn’t even on campus.

I’ve had to park in that lot several times lately to unload items from my car to deliver to my office. Although I’m only parked there for 5-10 minutes, I have to pay for 30 minutes since that is the minimum option available. I can’t help but wonder how much extra SIUE is bringing in each space each time a person is forced to pay for 30 minutes, leaves after 5-10 minutes, and then another person pulls into that space, is forced to pay for 30 minutes, leaves after 5-10 minutes, . . .

Several times that I have parked there since the meters have been changed, I have also had to help visitors figure out how to pay. While doing so, I have talked to some very unhappy visitors who are having difficulty understanding the new meters. The last time I had to wait while he ran to see what space he was parked in. I’ve apologized to them for the inconvenience and helped them as much as I can, but they are angry and frustrated, and I have a feeling they are leaving with a bad impression of SIUE.

Since I wrote the previous items, I had another thing happen with the parking meters. Last week we had someone come to SIUE to visit our department. She had to call me 2 times to ask for help. The first time was to ask if we still charged for parking since there weren’t any meters, and what she was supposed to do. Several minutes later she called back and said that the meter was asking what lot she was in and she didn’t know what to do. I left my office and ran out to help her. She was standing there in the cold holding a 1 year old and holding the hand of her 3 year old and trying to pay for her parking. I helped her pay for her parking and then helped her into the building with her kids, and while we were going in she said that she had originally tried to pay at the other meter that asked her about the lot number and when she gave up and moved to the other one, a group of people tried to figure out how to pay for theirs at the original one and they couldn’t figure it out either. It is very frustrating that they have made parking so difficult for visitors.
PARKING CITATION
SOUTHERN ILLINOIS UNIVERSITY
EDWARDSVILLE

Citation #: 051201254

Issue Date: 12/02/14     Time: 10:13
Time Marked: 4:13

License Number: PDB31     State: IL

Permit: B158073
Vehicle Make: Chevrolet     Type: Four Door
Color: Blue
Location: LOT C
Meter: 40

PSA: 95
Violation: 503
Exceeded Time Limit

Fine Amount: $10
$10 Late Fee will increase the fine if not paid in 14 calendar days.

Comments:

SIUE PARKING SERVICES
BOX 1044 EDWARDSVILLE, IL 62026-1044
http://www.siue.edu/parking/
618-650-5686
Re: Metered Parking Lot at Rendaleman Hall

My concern is that there is a lack of signage with hours and instruction listed within the defined parking area. The sign located on the lower hill that leads up to the parking lot is in the wrong place, and does not have complete information.

The sign should be relocated to the parking lot so that visitors can read the information from the actual parking area. Without access to information about the hours of operation, the visitors are going to end up overpaying, because they are not sure if they should still be paying for parking in the evenings, or they are going to not pay because they assumed it was after hours and no fee was required – which would end up costing them the expense of a parking violation. Either way Parking Services is collecting avoidable fees from uninformed visitors.

It is also cumbersome to find out when you get to the machine that you were supposed to find out your parking space number before you went to the machine. When you go to pay you have to go back to your vehicle to get the space number first. That can be avoided by having proper signage at the parking area.

I brought this signage issue to the attention of the Parking Services Director at the time of the Wayfinding Signage Project so that this could be included with the changes that were being made on campus. I was told that the sign on the hill leading up to the parking area was the only sign that would be provided. Do we need to use trickery to collect unnecessary fees from visitors?

Secondly, the machine itself is confusing to operate. I was not sure how to operate the machine, and I was in a hurry, so I just entered the building without paying the parking meter.

Meg Grimaud

X 3309
Stephanie A. Stoverink  
3301 Fosterburg Road  
Apartment 4  
Alton, IL 62002

Southern Illinois University Edwardsville  
Box 1044  
Rendleman Hall, Room 1113  
Edwardsville, IL 62026-1044

January 13, 2015

To whom it may concern:

I am writing this letter in regard to the current meter parking system. I visited the campus yesterday to meet my mother for lunch. This was the first time I encountered the new system, and I feel the need to inform you on how cumbersome I found the process.

After waiting about five minutes for the woman in front of me to complete her transaction, I attempted the [what I thought would be] simple process. First off, the initial instructions seem to be misleading... the machine indicated to enter the parking number. I did this and then was taken to another screen where I was to [then] enter my parking number. After I entered my parking number for the second time, the machine prompted, “Need more time?” I was not sure what it meant by “more time,” but I believe I input yes/enter/*/# - whatever the choice was for I guess so. After this, I believe I was prompted to enter the amount of time I needed: since I was only going to run in Rendleman and get my mother, I indicated I only needed to pay for 30 minutes. Now, as much as I hate to admit it, instead of digging in my wallet for a quarter, I opted to pay with my credit card; however, the machine indicated it did not recognize my Discover card, and I was forced to start the process all over.

Second attempt: I repeated the whole process and got to the part where I deposited the quarter I then came up with, only for the system to inform me I had to pay for a minimum of one hour. Now, as an alumnus of SIUE, I have no problem supporting the university, especially in such a trivial manner; however, instead of just adding another quarter... I had to start the whole process over again.

Third attempt: [we] finally got it right! Boy was I relieved. However, by this time, 20 minutes had been wasted, and a line of about five people had formed behind me. Usually, I am pretty adept when it comes to technology, so I was quite flustered with the troubles I had with this system. However, I realized I was not the only one, given the woman who I had waited for ahead of me, and given the man and woman behind me in line who were just entering Rendleman as I was leaving the building.

I want to make clear this letter is not intended as criticism in any way deemed offensive. I just thought it necessary to inform of the complications of the new system in hopes that something can be done to alleviate the frustrations and time consumption of the meter parking process... maybe an automated ticket system at the entrance/exit?? The minimum one hour rate could still apply... just a possible suggestion.

Thank you,

[Signature]
Stephanie A. Stoverink
**Post Office Concerns**

Have the PDQs changed for the two positions in the Post Office of Business/Admin Associate and Supervisor I Mailing Service since they no longer serve students, staff and faculty as they did in the past? Where can that information be found?

- Why wasn’t that position posted?
- Are there more than two full time employees and one part time Challenge employee that work under both supervisors?

Is vacation time used if an employee travels to Carbondale for classes? If so, how does an employee who wants to go to Carbondale request this?