UNIVERSITY STAFF SENATE
April 2, 2015
Approved Minutes

The regular meeting of the Staff Senate was called to order on April 2, 2015 at 9:06 in the Alumni Conference Room, School of Dental Medicine, Alton by John Caupert, president.

Present: Bartholomew, Broadfoot, Candela, Caupert, Dusenbery, Hunter, Langston, Mumphard, Ormesher, Pulley, Trucks; recording secretary Kruse

Excused: Dain, Fricke, Welter, Cobetto

Absent: Cooper, Dickey

Guest Speaker: Ken Holbert

John Caupert introduced the Staff Senate to Ken Holbert, Executive Director of the School of Dental Medicine. Ken Holbert talked about the School of Dental Medicine. Highlights from his presentation;

- 100% Graduated with a Bachelor’s Degree
- SIUe is partners with SLU, talked about how SLU is involved
- International Program beginning, 2 years and 3 month program
- Dental School is a 4 year program
- 99% of students are from Illinois
- Question: About budget, flat funding? What is the impact on Dental School?
  o Answer: Run like a hospital, not like a classroom in the way that more students cannot be added. Accreditation requires maintaining ratios of student per instructor. Are trying to continue as not to affect that. The school runs in the red.
- Question: Would SIUe be unique in having this an International program?
  o Answer: No, other schools do have similar programs.
- Question: Who can come to the Dental clinic?
  o Employees can get work done and it does cost.
- Question: From an advisor’s perspective, do you only take students who graduated from Illinois high schools?
  o Please, check with Dr. Thomas.
- Clinic in East St. Louis; The Dental School maintains the facility and the faculty who reach out to the community, have patients but many cancelations
- The School of Dental Medicine brings in the Bridges of Hope, an interpreting service for Latino patients in East St. Louis
- Veteran’s Program is possible because of grants and donations; reaching out to them and their needs.
- Question: Who is your competition? Most are north and west, so SIU School of Dental Medicine is the only dental school in Southern Illinois.
• National Ranking, in top in the categories of quality and students in pass rank. In the past have finished as high as second in the nation, but that kind of ranking is not done in the same way that it used to be.
• Specialize in clinical dentistry
• Student retention rate is about 95%
• There are scholarships available and the person to check with would be Dr. Thomas.
• John Caupert expressed appreciation to Ken for being the guest speaker and talking about the Dental School.

Announcements

April 12-18 is National Student Employee Week. Todd, John and Michelle went to Lobby Day. The event started 1-2 hours later than usual. April 15, 2015 the Employee Appreciation Luncheon Carnival event will be held in the Meridian Ballroom from 11:00-1:00. Lunches will be brought to East St. Louis. Alton had lunch brought to the open forums. Next year we’ll be under review for all lunches. The sign-up sheet was passed around for the Benefits Fair that is on Thursday, April 30, 2015, from 11:00am to 2:00pm. The Board of Trustees meeting will be held Thursday, April 16 on Edwardsville Campus. The Staff Senate Executive Committee will possibly attend. The Deans and Vice Chancellor for Student Affairs Candidate Sessions are complete. Dr. Jeffrey Waple will serve as the new Vice Chancellor for Student Affairs. John thanked the people that served on the committees. May 7, 2015 Bob Dixon from ICAC will be the guest speaker. Sarah Laux will talk about the Campus Kitchen, scheduled to come to the June Staff Senate meeting. Raphael Gonzales, Ride Finders, will come before the Staff Senate in June, also, to talk about constituents. John will have Vicki send an email. Michael Pulley announced that there will soon be a C-Level vacancy in ITS as Jennifer Vandever is going to Washington University. University Park Changes are coming up, July 15. The smoking ban will be July 1, 2015.

Consideration of the Minutes: A correction was made to the minutes. March 5, 2015 minutes were approved as amended (Pulley/Dusenbery).

Action Item

The Administrative Staff Operating Papers revisions were unanimously approved.

Unfinished Business: None

New Business

There was a discussion about training and mentoring skills needed from impact of possible personnel reduction. Things like assistance in job searches, resume writing, interviewing skills, identifying skills and opportunities. Cindy and John met with Human Resource director. During the meeting the following were addressed, the budget, what really could happen? The more information is better than less. There
is 100% support in the way Administration and Human Resources are handing the situation. Michael Pulley, Entry med level, career development center.

Policy 3.2 speaks to the assistance of employees to be laid-off the responsibility of Human Resources.

ADMINISTRATIVE PROFESSIONAL STAFF PROCEDURES MANUAL &
CIVIL SERVICE EMPLOYEE PROCEDURES MANUAL

3.2 Assistance to Employees Affected by Layoff or Reduction in Force

Approved March 23, 1999
Approved and Revised May 12, 2011

Employees affected by layoff or reduction in workforce shall contact the Office of Human Resources immediately to coordinate benefits and explore other employment options within the University relative to the qualifications of said employees. Appointments to other University positions are subject to the approval of the appropriate administrative officers. The establishment and re-establishment of positions and allocation of University resources shall be determined by the University subject to institutional and operational needs.

There was a discussion about employees and budget concerns. Employees are asking for information from Human Resources regarding layoff procedures. It was decided that Panel Chairs will get comments and concerns from Panel members and constituents and bring back to John for him to forward to Human Resources.

John Caupert called a break: 11:00 a.m.

The meeting resumed at 11:10 a.m.

Reports

Minutes from the Parking and Traffic Committee were sent out to everyone on the Senate.

Ex-Officio Reports

SUCSAC: No report today, but Michael Pulley will have a full report from the April 16 meeting for the May meeting.

VC Administration Designee: No report.

SURS: No report

Panel Reports

Negotiated and Prevailing: Todd Bartholomew reported that the Building Services Workers are still negotiating their contract from one and a half years ago. Anna Broadfoot reported that there are issues with workers compensation. Human Resource is requiring both sick and vacation time used even though
they got hurt at work. Looking for policies however can’t find any. There is no policy, have to go through the SIUE attorney. This didn’t seem like the case in the past, it has changed in the past five years.

**Open Range:** The panel is full, or just shy by one of being full.

**Administrative Staff:** No report

**Satellite Campus Reports**

**Alton:** Jackie Candela added that students completed the clinical boards and possibly have a 100% pass. Employees engaged with the students are in some of the outer buildings.

**East St. Louis:** Shrylene Langston reported that East St. Louis is in the process of applying for a number of new grants. The Center in the past, consistently had more than 30 grants, then half that and now they only have four. They are preparing for summer programs. Bill Dusenbery added that the nursing clinic will be a primary care clinic.

**Standing Committees**

**UPBC:** John Caupert reported that the presidents of Student and Staff Senates and past president of Faculty Senate have not identified a Chair Designate yet and asked for any suggestions from the Senate.

**UCB:** Kirt Ormesher reported that they seem to be selling more goods and gaining more profit in the University Center. Some of the funds will go towards fixing the ceiling tile. Kaldis Coffee will change their name soon. The bookstore will become the Cougar Store. The MUC fees that go to facilities are around $600,000 per year so the MUC may begin charging rent to organizations whose fees are typically waived because of budget issues.

**Public Relations Committee:** William Dusenbery reported that they need more than the newsletter for promotion purposes. One idea Bill gave was possibly getting a group together to do some new brownbag lunches. Please send any ideas to Bill.

**Policy Review Committee:** Dana Dain submitted a report that there is nothing to present and their next meeting is TBA.

**Scholarship Committee:** Todd Bartholomew motioned to allow $1000 for the 2015 Summer Scholarship to be distributed at the discretion of the Selection Committee. It was seconded by Anna Broadfoot. The motion carried.

**Fundraising Committee:** Cindy Cobetto is on the Fundraising Committee. Employee Banquet Sub-Committee consists of Anna Broadfoot, Anne Hunter and Shrylene Langston. Shrylene is on the Fundraising Committee. John acknowledged that there are three people who are interested in being the Treasurer and he hopes to have an appointment at the May meeting.

**Goals Committee:** No report.
Other Reports

Staff Senate President’s Report: HB413, 50% tuition is still in committee. John reported that the Chancellor asked if there were any staff at Lobby Day. John thanked the groups for the efforts that were being done for the Staff

Parking and Traffic Committee Report: No report but minutes were sent to the Senate.

Public Comment: Governance secretary found a picture that someone had drawn of a rat in the office and asked what she should do with it. She does not know how it got into the office and wondered if it should be reported. It was decided to pass it up so that it is documented.

Adjournment: The meeting was adjourned at 12:04. (Broadfoot/Ormesher)

Approved as submitted May 7, 2015
Vicki Kruse/University Governance