University Staff Senate  
June 1, 2017, 9:00 a.m.  

SSC 1201, Smart Seminar (East) Student Success Center  
Approved Minutes

I. Call to Order  
The regular Staff Senate meeting was called to order at 9:04 a.m. on June 1, 2017, in the SSC 1201 Smart Seminar (East), Student Success Center by Kirt Ormesher, president.

Present: Bartholomew, Cobetto, Dickey, Dusenbery, Ferrell, Fricke, Hunter, Ormesher, Schoenborn, White, Jason, Pulley

Excused: Hamil, Milcic, Toberman, Woods, Candela

Absent: Schilling

Guests: Chancellor Pembrom, Allison Smolar, Carrie Smolar, Kevin Wathen, Collin Van Meter, David Balai, Terri Svehla

II. Approval of Minutes  
May 4, 2017 minutes were approved as submitted (Schoenborn/Dusenbery).  
- approved minutes are posted on http://www.siue.edu/ugov/staff/schedule_of_meetings.shtml

III. Ex-Officio Reports  
A. SUCSAC  
   Michael Pulley submitted documents and a report via email. They will be distributed to the Senate members by email. Michael gave a report (filed with the minutes) and asked for feedback on a couple of items he reported: the proposed residency requirement change and furlough language change. He explained how meeting attendance issues were being overlooked because of budget constraints due to the State budget crises. Michael suggested to look at the occupational area classifications changes for any that may affect relevant classifications.

B. Personnel/VC Administration Designee (Senkfor) - no report

C. SURS (Murphy) - no report

IV. Staff Senate 2017 Summer Scholarship Presentation with Chancellor Pembrom: (9:30 a.m.) Allison Smolar daughter of Carrie Smolar, Career Development Center - Allison introduced herself and told about her major and her interests. The Chancellor made some comments congratulating Allison and thanking the Senate for raising funds for scholarships. After Kirt presented Allison with a certificate and Allison’s mother, Carrie, told the Senate about her job duties in the Career Development Center, pictures were taken with the Chancellor, Staff Senate president, Scholarship chair and awardee with mother, for the Staff Senate newsletter.

V. Guest Speaker: Kevin Wathen, Coordinator of Veteran’s Affairs speaking on behalf of Military Veterans was introduced by Kirt (9:45 a.m.) Kevin provided a handout for the Senators. Kevin presented an overview of the Veterans’ Work Study coordinator’s duties and navigated through the SIUE Veteran’s web site for all to see. A manual created by Veteran work study students, a coin and pamphlet created by Marketing was passed around to view. A Facebook page was created for communications for Veterans, also. Kevin answered questions. There are over six hundred Veteran students with one hundred eighty dependents. Misconception that Veterans go to school here for free, but out of 650, only 150 go to school here free. Important that Veterans have space for congregating with other Veterans between classes.

Kirt Ormesher called a break at 10:13 a.m.

The meeting resumed at 10:27 a.m.

VI. New Business  
A. Nomination for President Elect - Bill Dusenbery nominated Anne Hunter for 2017-2018 president elect

B. Appointments to Policy Review Committee  
   1. Kelly Thompson - Hess (Negotiated & Prevailing) - Kirt brought forth the name and it was approved unanimously.
   2. Angie White (Staff Senate member) - Kirt brought forth the name and it was approved unanimously.

C. Appointment to Honorary Degrees and Distinguished Service Award Committee  
   1. Tristin Wollbrink - Kirt brought forth the name and it was approved unanimously.

VII. Unfinished Business  
A. New Employee Orientation -Report for May 19 (Ormesher and Hunter) - It went well, but will probably shrink time to fifteen minutes. It may also be possible to have five minutes in front of new employees for a presentation about the Senate before or after the break. Gretchen asked for volunteers for the next New Employee Orientation in Ian’s absence. Anne Hunter volunteered. The next orientation is scheduled for June 23, but Kirt reported that it may be cancelled.
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B. Concerning the On-Going Discussions Regarding the Diversion of Funds Between SIUE and SIUC (Professional Staff Panel, Toberman) - nothing added at this time

VIII. Reports
   A. Panel Reports
      1. Negotiated and Prevailing (Milcic) - No report
      2. Open Range (Schoenborn) - No report
      3. Professional Staff (Toberman) - No report

   B. Satellite Campus Reports
      1. East St. Louis Center - Carolyn Jason reported that Head Start is recruiting children and staff at this time.
      2. School of Dental Medicine, Alton - Jackie Candela sent a report that Commencement for the School of Dental Medicine is this weekend.

   C. Standing Committees
      1. Elections Committee - Gretchen Fricke reported that seven responded yes, but does not meet the ¾ majority vote requirement for Constitution amendments. There was discussion. It was decided to send out another electronic vote.
      2. UPBC (Manning, Holbert) - No report
      3. UCB (Milcic) - No report
      4. Public Relations Committee (Dusenbery) - Gretchen interjected, the survey results from the Katie Stuart brown bag are included with committee reports. Ideas for future events are listed. Bill is working on the welcome letter template.
      5. Policy Review Committee (Milcic) - No report
      6. Scholarship/Fundraising Committee- Anne Hunter submitted an report and it is filed with the minutes. Anne recommended that $2,000.00 is available for Fall Scholarship. Melanie Schoenborn moved that $2000.00 be made available to be awarded for the fall Staff Senate scholarship at the discretion of the Scholarship Selection Committee. Todd Bartholomew seconded. The motion approved unanimously.
      7. Parking & Traffic Committee - Bill Dusenbery reported that the Zip Car is gone and the committee is working something out with Enterprise. An email was sent out by Bob Vanzo about pre-tax parking tags and deadlines to purchase tags. [http://www.siue.edu/parking/Minutes.shtml](http://www.siue.edu/parking/Minutes.shtml) - Kirt reported there could be delay with some projects upcoming because of bonding
      8. ICAC, Intercollegiate Athletic Committee (Welte, Schmoll, Schram, McIlhagga) - No report
      9. UQC, University Quality Council - Cindy Cobetto reported the last two meetings were canceled and there is a scheduled meeting, today.
      10. USS Constitution, Bylaws - Melanie Schoenborn reported that she will have the proposed changes to the Bylaws at the September meeting for a first read.

IX. Other
   A. Staff Senate President's Report
      Kirt Ormesher reported NEO Jennifer Oates Blaire will send spreadsheets of new employees into the future in order to send a Staff Senate welcome as another introduction. Continue to work SharePoint into the Senate. Kirt will contact ITS for training for the executive committee.

X. Announcements
   - Exec Committee will be experimenting with using SharePoint at upcoming meeting.
   - The Chancellor will entertain a meeting with Kirt, Melanie and Faculty Ombuds for discussion about possible service for staff.
   - SIU Board of Trustees Meeting July 13, School of Dental Medicine, Springfield (there will be Public Comment - if interested need to contact Misty - contact information is posted on SIU BOT web site) if you cannot attend, Kirt will be attending and will follow up with Senate on action taken.

XI. Future Agenda Items - List of suggestions from the survey for future brown bags events. There was discussion, but nothing decided.

XII. Public Comments - none

XIII. Adjournment
      The meeting adjourned at 10:53 a.m.

Approved as amended August 3, 2017  
Vicki Kruse/University Governance

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Ex Officio:

SUCSAC, Pulley – see attached
Personnel/VC Administration Designee, Senkfor
SURS, Murphy

Panels:

Negotiated and Prevailing Panel, Milcic – no report
Open Range, Schoenborn – no report
Professional Panel, Toberman – no report, coverage for next staff orientation.

There were 11 in attendance, so we gave each a handout and a cup. The table was setup during their lunch break, so we didn’t really get to talk to people. We should be able to coordinate this better for future orientations, though.

Kirt…after you left, I did get a few minutes to talk to everyone as they were coming back from the break (2 were still missing, I think). I gave them a brief outline of how we are made up, the things we do, when our meetings are, and ways they could get involved. It was on the spot, but I think I caught all the major talking points. I directed them to the handouts for more and contact information. So they did get to put a face and context to it.

Since the next orientation is scheduled for the library, I don’t mind keeping the stuff here. It saves a trip over next time. I’ve got a locked cabinet for some of my fundraising things, so it’s not in the way. I can bring it back over if preferred, though.

Satellite Campus Reports:

Alton Campus, Candela –
East St. Louis Center, Jason –

Standing Committees:

University Policy and Budget Committee (UPBC), Manning, Holbert – no report from UPBC except things look crappie for the state budget and there will be meetings over the summer for UPBC.
University Center Board (UCB), Milcic – no report
Public Relations, Dusenberg – see attached survey results from Katie Stuart event
Policy Review, Milcic – no report
Scholarship/Fundraising, Hunter – see attached
Parking and Traffic, Dusenberg, Ormesh – http://www.siue.edu/parking/Minutes.shtml
REPORT FOR THE JUNE STAFF SENATE MEETING

Executive Committee Meeting May 2\textsuperscript{nd}

The SUCSAC Executive Committee Meeting met on May 2, 2017. The following items may be of interest to our Staff Senate and the constituents we represent.

1. Executive committee elected officers
2. Clarifying language was added to the pilot program that allows for Electronic Elections. “For the purpose of electronic voting, physical polling places shall not be recognized as it pertains to Article II, Section IV Pre-Election, Item 2 of the Constitution and By-Laws.”
3. No action was taken on attendance of members at the time

State Universities Civil Service Advisory Committee Meeting May 3\textsuperscript{rd}

SUCSAC met on May 3, 2017.

1. We were asked to provide ideas for marketing Civil Service
2. Residency – I will ask the Senate to provide feedback on this subject
3. Grant Funded Employees
4. Merit Board Benefit Policies
5. HB 3185 – Amends the Civil Service Act
6. Attachments
   a. Policy Relating to Employee Benefits
   b. New Merit Board Members
   c. HB 3185 – Previously Provided, 1 Concern from Senate
   d. Pay Administration
   e. Occupational Area Classification Project
   f. Projects/Programs/Administrative Review Cases

Joint SUCSAC/HRDAC Meeting May 4\textsuperscript{th}

The joint meeting met on May 4, 2017.

1. Many of the topics discussed at the SUCSAC meeting on May 3\textsuperscript{rd} was represented at the joint meeting allowing discussion from both perspectives
2. Significant time was spend discussing furloughs, the long term plans, concerns, etc. I will ask the Senate to provide feedback on renewal of the furlough program, the possibility for permanent furlough language, student employees, and other issues brought up.
3. Some discussion occurred regarding discrepancies in how the various HR units handle various Civil Service rules, procedures, and portions of the Act.

Election Committee Meeting May 4\textsuperscript{th}

The Election Committee met on May 4, 2017. Schedules for the next fiscal year was confirmed.
Katie Stuart Event Survey

Responses: 177
  Attended – 15
  Did not attend – 156
    Time did not work – 88
    Was not aware – 23
    Was not interested - 11
    Other – 31
      Already have enough politics in my life
      Alton campus
      Another commitment during lunch
      Completely swamped
      forgot about it when the time came around
      I have mobility problems, I can not walk very far.
      I was off work that day
      I work on Alton Campus and could not leave.
      I work on the Alton Campus
      I work on the Alton campus and cannot get away.
      I work thorough my lunches to avoid having to stay at work even later.
      On vacation the week of May 1-5
      out sick
      recovering from minor surgery
      sick
      Something else scheduled in that time frame
      Too afraid to be out of the office. It might give the perception that I don't have my
priorities in order. Family, work, my interests.
      Too far to travel within timeframe. I work on ESL campus
      Too far, I work at ESL Campus
      Unforeseen, emerging issues required my presence in my department.
      Unfortunately too busy.

Most useful part of the event:
  A chance to voice our issues and possible ideas for fixing the issues.
Being able to ask questions about the current climate directly to someone who is working to change
it
Being free to arrive and leave when I was able. My lunch hour is only noon to one.
Conversational exchange
Having direct access to her to ask questions and get answers in "real time."
Hearing the Springfield perspective.
honest conversation
It was a civilized, respectful Q&A session.
Katie knows some of things that are going on and she wants to here from constituents about all
issues.
meeting our representative
Multitasking lunch with learning
She was very open to answering questions, and wasn’t shy about describing her positions on issues.
The Q & A with Rep. Stuart
Suggestions for future events:
A Q&A with our state senator, Edwardsville’s mayor, etc.
Because of the current email discussion, let's get CMS to campus to discuss their response (or lack of)
to the issue of health insurance premium collection in the face of non-payment of health providers.
CMS come talk about insurance benefits and how we can work together to solve it
Continued interaction with our legislators. Rodney Davis needs a clue.
Could offer them after hours so that those that work can get there in time
have another brown bag health care benefits
I know it's impossible to schedule things when EVERYONE can come, but finals week is crazy for
many of us.
I think inviting her was a great idea, and I would love to see more events of this sort in the future as
well
I will work through my lunches almost year round to limit how much longer my work days will be.
I wish the Alton campus could be included on these events.
I would have attended if a session had been provided at the Alton Campus
I would suggest a time after work-like 4:30 or 5:00 so those who work off campus can make it to the
meetings.
I would suggest that you allow people to send question/comments in ahead of time, so that the
speaker can have some idea how to order the session. If a person only has short time available, they
may not have a chance to ask the question without interrupting the topic at the time.
If we could limit the formal Q & A time to allow for informal chat, that would help. It went a little
long, and there were things we wanted to ask Katie that the whole group didn't need to hear.
Insurance
items on our pension stuff
maybe have it live so people will be able to view it from where they are. Some work on the East
St.louis campus and are not able to go to all of the events on the main campus.
more of the same
Presentation by Bill Winter or possibly Dave Heth to explain in greater detail operating budgets, fee
vs local accounts, allocation of university resources, etc.
Provide lunch and or cookies
Retirement and Soc Security...Walk through the gardens, walk to see the art, visit other depts/bldg
to learn what they do.
routine meetings with Katie Stuart and all reps/senators is a great idea.
Senator Haine
Think the legislative offering was a good one; anyone who can shed light on IL
budget/healthcare/pension matters would be good.
This was wonderful. I would like to see more of our legislators.
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<tr>
<th>Panel/Committee Name:</th>
<th>Scholarship/Fundraising Committees</th>
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<tr>
<td>Panel/Committee Chairperson:</td>
<td>Anne Hunter</td>
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Committee Membership:
- Fundraising Committee – Vicki Daggett, Gretchen Fricke, Carolyn Jason, Dan Koehler, Janice Kolkovich, Mary Rehkemper, Tracy Wall
- USS Scholarship Committee – Todd Bartholomew, Jan Caban, Danita Mumphard
- USS Scholarship Selection Committee – Norris Manning (chair), Terry Downey, William Dusenbery, Gail Erb, Jeff Lesicko, Danita Mumphard, Erica Vandiver

Panel/Committee Charge: to raise and distribute funds for the USS Scholarship

Person submitting report: Anne Hunter  
Contact Information: 3050

REPORT

The Texas Roadhouse fundraising night raised $85.00 for the scholarship fund. I suspect that some dining out did not bring a flyer or indicate to their server that they were there for the fundraiser, but there is no way to confirm this. It was an easy fundraiser to execute and other locations are being looked at.

I have started working on creating operating papers for the Fundraising Committee as well as updating scholarship documents. I am currently planning to have these ready for presentation at the August meeting.

The application deadline for the Fall USS Scholarship will be Monday, June 10, 2017 at 4:30pm. Please encourage constituents with eligible family members to apply. The announcement will be sent to the listserv on Friday, June 23. I am recommending that up to $2000.00 be made available for the fall scholarship, to be awarded at the discretion of the Scholarship Selection Committee.