University Staff Senate 
November 2, 2017, 9:00 a.m. 
Room ES-B 2074 
East St. Louis Center 
Approved Minutes

The regular meeting was called to order at 9:05 a.m. by Fricke, president.

Present: Balai, Dickey, Dusenbery, Fricke, Hunter, Milcic, Schoenborn, Toberman, Van Meter, White, Candela, Jason, Daggett, Svehla
Excused: Bartholomew, Ferrell, Hamil, Woods, Pulley, Manning
Absent: Ormesher, Schilling, Holbert, Senkfor, Murphy

Quorum was established.
The October 5, 2017 minutes were corrected and approved as amended.

Reports submitted are attached

Unfinished Business
None

New Business
Fricke requested suggestions for the Staff Senate Website. There was a discussion. Sent to Public Relations Committee.
Fricke summarized a Staff Survey and asked for feedback. Toberman moved to send the survey as presented and modified. Seconded. There was discussion. Will be sent before Thanksgiving. Send to the list that Phil Brown provided. The motion carried.
The Treasurer’s Quarterly Report was included in the reports filed with the minutes. Attention was brought to the new endowment. Van Meter will follow up with the Foundation for more details on how the new endowment is set up and implemented. Hunter explained how the benefit account works.

Announcements
The next Board of Trustees Meeting is December 14 at SIU Carbondale
The Banquet/fundraiser is April 10
Fricke requested that senators chart their time needed to participate on the Staff Senate for Human Resources. There was a discussion.

Public Comments
There was no one from the public present.

Future Agenda Items
Possibility of scholarship for the Charter School students through the Staff Senate. There was discussion.

Adjournment

The meeting was adjourned at 10:51 am.

Approved as amended December 7, 2017
Vicki Kruse/University Governance
University Quality Council, Ormesher – No response.

USS Constitution, Bylaws Committee, Schoenborn – No report.

Honorary Degrees and Distinguished Service Awards Committee, Wollbrink – No response.

Video Surveillance Advisory Group, Ferrell – No response.

Other Reports:

Ad Hoc Committee for Senate Time Involvement Communication – The ad hoc committee will meet on November 28th.

President Elect, Hunter – A SharePoint site has been created for the Staff Senate, and I am working on identifying and uploading documents that should be available to the Senate as a whole to create a repository of information. Once the design has been finalized, I will be publishing the site for Senators, panel members, committee members, and representatives.

I have continued to reach out and send reminders for reports to include in our monthly meetings in attempt to make sure that we are getting the information we need and hearing back from our Senate representatives on University committees.

I am working on a Robert’s Rules of Order information presentation as part of our training series. It is currently scheduled for the November Executive Committee meeting. I will make the presentation materials available to those who are unable to attend.

In working on the operating papers for the Scholarship Committee and the Fundraising Committee, I have better information on the history of our Foundation accounts and am working on putting that together into a reference document. I am still working on some needed historical information to finish these projects.

Treasurer, Van Meter – Attached.

Council of Councils – Attached.
09/2017

Panel/Committee Name: Public Relations

Panel/Committee Chairperson:
William Dusenbery

Panel/Committee Membership (alphabetical order, please, Indicate whether faculty, staff or student):

1) William Dusenbery (chair)
2) Jackie Candela
3) Mark Ferrell
4) Vivian Rodgers
5) Terrl Sevalha
6) Angela White
7) Gretchen Fricke (ex officio)
8) Anne Hunter (ex officio)
9) Kirt Ormesher (ex officio)
10) 

Panel/Committee Charge: To keep the USS Constitution and Bylaws up-to-date with current practice and procedures of the USS

Person submitting report: William D. Dusenbery Extension: 8338

Please use this sheet for your report. Use back if necessary. Return to University Governance Office (Box 1252 or vkruse@siue.edu) as soon as the report is complete.

REPORT

The Public relations Committee has set its schedule for meetings at 8:30 AM on the regular monthly meeting date. There will be no meeting when the Senate meets at East St. Louis, or Alton. The committee has the letter to new staff, which is available on the committee’s SharePoint site under review.
Staff Senate Treasurer's Report
November - 2017

Fund 787514 – Staff Senate 8 Account:

Ending Balance 11/01/17 $2062.07
Income: $0
Expenses: $0

Fund 4016 – University Staff Senate Benefit:

Ending Balance 09/30/2017 $7902.86
Income:
Texas Roadhouse $85

Expenses: $0

Fund 8715 – University Staff Senate Scholarship Endowment:

Ending Balance 09/30/2017
  Spendable $3451.96
  Endowed & Reserved $68404.33

Income:
Endowment Gifts $37.00

Expenses:
  Scholarship Award to J. Desse $500.00
  Scholarship Award to G. McBride $500.00
  Scholarship Award to M. Hass $1000.00

Fund 8102 – SIUE Faculty for Collective Bargaining Scholarship Endowment:

Ending Balance 09/30/2017
  Spendable $2639.48
  Endowed & Reserved $16072.59

Income: $0

Expenses: $0

Fund 8188 – Dr. Elizabeth A. Tarpey and Dr. Jesse B. Harris Jr. Endowment:

Ending Balance 09/30/2017
Endowed & Reserved $7845.62
Pledges Receivable $17500.00

Income:
Endowed Pledge $2500
<table>
<thead>
<tr>
<th>Panel/Committee Name:</th>
<th>Melanie R. Schoenborn</th>
</tr>
</thead>
<tbody>
<tr>
<td>Panel/Committee Chairperson:</td>
<td>Melanie R. Schoenborn, USS Constitution and Bylaws Chairperson; Open Range Chairperson</td>
</tr>
<tr>
<td>Panel/Committee Membership:</td>
<td>Vicki Kruse; Laura Scaturo, Mike Hamil, Collin Van Meter, Anne Cavanaugh, Gary Dunn, Terri Svehla</td>
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Panel/Committee Charge: Attend Council of Councils 2017 at NIU and acquire information on other Councils Constitution and Bylaws or where to locate them on the web. Acquire information on how non-presented staff is treated on other state university campuses.

Person submitting report: Melanie R. Schoenborn  
Contact Information: ext. 2329 or mschoen@siue.edu

## REPORT

Council of Councils 2017  
Held October 19-20, 2017 in DeKalb, Illinois at Northern Illinois University (NIU)

Reported by Melanie R. Schoenborn  
University Staff Senate, Representative, Open Range, Chairperson

The twentieth Council of Councils started where it first began at NIU. We enjoyed a cash bar and appetizers in the Ellington Restaurant of Holmes Student Center Thursday evening where we shared current issues with the rest of the Southern family who all sat together.

Springfield campus is weathering the budget issues of the past year with a slight decline in enrollment, problems with medical bills not being paid by CMS effecting there faculty, staff and student body in a very negative way, and negative impacts in the community of doctors, clinics and hospitals that our medical school uses to train their doctors. PA programs are very popular right now and that has negatively impacted their enrollment. The Council at Springfield has become aware of representation that they have been missing out on at the Board of Trustees meetings. They will be speaking to their Dean to get approval to attend from now on. We shared Constitutions and Bylaws information and information on how meetings are run and the money issues of scholarships for both staff, their families, and students.

The Carbondale Council has elected a new EAC representative and our longtime friend, Anthony Travelstead, will be stepping down but still staying involved. Carbondale has been going through many changes, reducing its size of staff along with combining colleges so that there are now five. With the changes comes more work but they are told no furlough days for the FY18. The unions are working with the administration to reduce costs, rejuvenate enrollment, and continue to be the research university that they have been known for for over one hundred years. Very little discussion about “the loans” of the spring semester and more positive discussions about the future and what is in store for the campus and the community of Carbondale.

Day two started at Barsema Alumni and Visitors Center with continental breakfast and lively discussions with the NIU Council members. Handouts included a program, an
attendee list with contact information, and a small notebook with pen to commemorate the day and keep notes. I walked around the tables and discussed our newly revised University Staff Senate Constitution and my need to access each one of the Councils constitution and bylaws online or how to get copy sent via email. NIU, UI Springfield, UI Chicago, UIUC, EIU, and Northeastern all shared their information on how to find theirs online. Each campus had something to share about the age, use and value of their documents. SIU Medical School will be sending theirs via an email attachment because non-campus personnel do not have access to the Governance website. At the writing of this report I have received said email with attached documents.

For the first time in Council of Councils history we had a yoga instructor to start our meeting with restorative relaxation which turned out to be deep breathing exercises and basic yoga. It was a great way to get the day started.

We were welcomed to the NIU campus by Acting President Lisa Freeman who shared with us her positive feelings about the activities of the NIU Council and the positive morale builder that the Council has on their whole campus each week of every semester. Freeman expressed her gratitude for a budget for FY 18 but was concerned about the “storm ahead” in FY19. “We can change together and educate students for the future.”

Our keynote speaker was Peter Burchard, M. P. A., former NIU professor and now speaker extraordinaire. His speech “Distinctly You” included a PowerPoint that he used for visual expressions and for comparisons. Peter shared, “As an individual there are no barriers to your success.” “Get going in the morning!” Figure out what gets you going and use it every day. Keep from getting sidetracked by others or from moving from your priorities to others’ priorities so that you keep striving for your success. We have all heard of K.I.S.S.; but Peter explained that K.I.C.S.P. (Keep it Challenging Smarty Pants) is more success oriented. Always keep it ethical, telling the truth at all times and keeping all your commitments. His last item to share was that you should always evaluate yourself and what you learned from the speaker not evaluate the speaker. Instead of ending with a Q & A; consider asking for ideas, comments, or reflection on the part of the audience. “Distinctly You” gets to compare what you learned from the speaker with all the others in the room, share something with your speaker so they also learn or realize how they have impacted their audience and share the impact of the session with all the others present.

We had a short presentation from SUCSS (Jeff Brownfield, Executive Director) with a handout of which there will be a copy attached to this report. Jeff covered parts of his PowerPoint handout including an update on the progress of the classification plan and the audit schedule. SUCSS financial staff person Cindy Neitzel covered the Merit Board changes and the scheduling changes for FY 18 audits. There was not time to cover the legal elements of the PowerPoint so be sure to read the handout. Mike Pulley would be able to answer any questions about the material on the SUCSS handout.

NIU’s SUAA chapter gave a short presentation on the value of SUAA membership and what great things their chapter has done for their annuitants. A representative from the SUAA executive board shared information about the new plan sometimes called Tier 3, or the new plan or the hybrid plan. The funding issue of the retirement plan (SURS) was discussed which includes some of the budget issues that will be discussed during the Governor’s race in 2018. The “hybrid plan” or Tier 3 does not currently exist and it needs about 18 months of financial expertise to be created and then vetted with the legislature. This new hybrid plan will include much higher employer’s contributions after 2021. One of the issues in the hybrid plan is that if your retirement salary would be greater than the current Governor’s pay check of $177,400 annually then your employer would need to pay any of the monies above this amount for each employee’s retirement paycheck.
There was a Q & A with the following answers or statements: Beginning January 2017, SURS decides who is in the group instead of the employers as has been for many years following the changes from Statute 107. There is no definition in Statute 107. Deadlines that impact monies in retiring – money purchase rate changes every three years so when a deadline is established and you choose not to retire within the deadline; it will take you 10 months to recover what you lost before the next deadline. After you have done the duties of a higher level in your classification for at least six months up to 9 months it warrants you to ask for an audit of your job.

Lunch break was enjoyed by all with the great buffet style food and a combined group of the NIU Jazz quartet and the famous award winning, recording Steel Drum Band Corp.

The afternoon breakout sessions were attended separately: Workplace Relationships and The Age of Austerity given by Michael Oswalt, J. D. of the NIU College of Law and attended by Kirt Ormesher; Aligning Your Department’s Values, Vision and Mission: Strategies and Tips given by Alicia M. Schatteman, Ph.D. of the NIU Department of Public Administration attended by myself. Alicia’s session was a presentation of the process of a strategic plan. Having participated in many strategic plans over my forty years of academic work I watched where her PowerPoint and her discussion included items that I had not seen or heard of during discussions in strategic planning. She recommended that the plan be done by an outsider after multiple visits and discussions with all the members of the organization that was requesting help with a strategic plan or having a plan created. The values, vision and mission are essential elements which must be clear, precise and especially important that they be measureable. Alicia’s PowerPoint will be shared with me via email at a future date when I will share a hotlink to the document. I shared my business card with our small group because of the use of SIUE’s five points of Values printed on the back. Alicia was impressed that it was on my business card and that SIUE’s values fit the bill: clear, precise and measureable.

Our last session of the day was an open forum with the Presidents or their representatives of each Council to share information about each Council and their university. There were some surprises in the group from Chicago State, Eastern, SIUC and U of I-Springfield about their possible demises to their growing universities. Some of the sharing was long winded and some short and sweet and to the point on how having a budget beats not having a budget even when it is so much less to work with than in previous years. SIUE wasn’t the only school in the process of giving well deserved raises. There is hope in all the voices present. The next Council of Councils is already in its planning stages when we will all meet at UIUC in the fall of 2018.

Kirt Ormesher attended the optional tour of the NIU campus given on a luxury bus. I left for points north about 3:30 pm.