University Staff Senate

February 1, 2018 – 9:00 a.m.

International Room, Morris University Center

Approved Minutes

I. Call to Order: The regular meeting was called to order at 9:01 a.m. by Fricke, president.

Present: Balai, Dusenbery, Ferrell, Fricke, Hamil, Hunter, Milcic, Schoenborn, Toberman, Van Meter, Woods, Jason

Excused: Bartholomew, Dickey, White, Candela

Absent: Ormesher, Schilling

Guests: Jeffrey Waple, Jan Caban; Panel Members: Cavanaugh, Cobetto, Dunn, Svehla

II. Guest Speaker

A. Vice Chancellor for Student Affairs Jeffrey Waple summarized the office responsibilities and facilities upgrades.

There was a question and answer session. Waple answered questions about the following and will follow up with any updates:

- Multicultural Center moving from the Magnolia Room to the meeting room that used to house the Art Gallery on the second floor of the MUC.
- The search to replace Associate Vice Chancellor for Student Affairs position from Lora Miles leaving.
- Director for Diversity and Inclusion position created to be over the Multicultural Center
- Search for the position of Director for the Office of Equal Opportunity, Access & Title IX Coordination
- The Wabash Room will be the new food pantry led by Sara Laux and Connie Frey Spurlock
- New Disability Support Services Director in place
- Computer lab being moved across from Kaldi’s from Student Success Center downstairs
- Plumb Bob will not return to the MUC, but will possibly go in the new Performing Arts Center
- Reasons for expanding the MUC
- Concerns about sister school while SIUE renovating they are struggling with enrollment decline
- Cougar Village; keep or sell, Greek Row

III. Approval of Minutes: January 4, 2018, minutes were approved as submitted.

IV. Reports

The reports that were submitted prior to the meeting are filed with the minutes.

V. Unfinished Business

A. Nomination from Panel Chair Milcic for Negotiated & Prevailing Senate Seat vacated by President-elect Hunter

   i. Jan Caban- It was moved and properly passed for Caban to fill the vacated seat for the rest of Hunter’s term ending August 31, 2018.

B. Diversity position discussion: There was discussion but no action taken at this time.

C. Scholarship Committee operating papers, first read (ON HOLD)

D. Fundraising Committee operating papers, first read (ON HOLD)

VI. New Business
A. Elections: There was discussion and it was determined that the panel structure may be changing but not until possibly after the elections.
   i. Notice goes out - March 14
   ii. Deadline for candidacy forms - March 28
   iii. Election, if necessary - April 11
   iv. Senate terms expiring:
      a) Negotiated Prevailing – Dickey
      b) Open Range – Schoenborn
      c) Rep Administrative Staff – Dusenberry
      d) Rep Administrative Staff – Toberman
      e) Several panel seats

VII. Announcements
    The announcements were stated from the agenda.
    Guest Speakers: Will collect questions in advance for guests to address. Send questions to Fricke. The schedule of guests was stated from the agenda. Senkfor is rescheduled for April.

VIII. Public Comments
    It was decided to have the Governance secretary send an email to Schilling about his intent to continue service on the Senate.
    Van Meter expressed gratitude for all the work on the petitions for SURS board seat and announced the election will be in April.
    Toberman moved to allow the 2018 Staff Senate Summer Scholarship announcement to go out and the moneys will be determined at a later date after the scholarship committee meets. The motion was seconded and approved.

IX. Future Agenda Items

X. Adjournment
    With no other business, the meeting adjourned at 10:54 a.m.

Approved as amended March 1, 2018
Vicki Kruse/University Governance
SIUE Staff Senate
Reports -- February 2018

**Staff Senate President:** Attached.

**Ex Officio:**

SUCSAC, Pulley – No report. Attending Merit Board meeting on 2/1/18.

Personnel/VC Administration Designee, Senkfor – No report.

SURLS, Murphy – SURLS counselors will be on campus in April. An email about these visits will be sent out in February.

**Panels:**

Negotiated and Prevailing Panel, Milicic – No report.

Open Range, Schoenborn – No report.

Administrative Staff, Toberman – No report.

**Satellite Campus Reports:**

Alton Campus, Candela – No report.

East St. Louis Center, Jason – No report.

**Standing Committees and Appointments:**

Elections Committee, Hunter – Notices for elections will be going out in late February/March, posted on the USS website and sent via the listserv. I will be submitting a request for a list of eligible constituency members later in February so the list can be as accurate as possible. All candidacy forms must be submitted to the Governance Office by March 28th to be included in the ballot. If there is more than one candidate for any given position, elections will take place on April 11. If there is only one candidate for a position, they will be declared elected by acclamation after the closing for candidacy forms.

Current Senators/Panel Seats up for reelection are Tom Dickey, Melanie Schoenborn, William Dusenberry, Ian Toberman (Senate and Panel seat), Mark Ferrell (Panel), Chad Verhees (Panel), and Angela White (Panel). We will also be accepting candidacy forms for current panel vacancies. While there are ongoing discussions to rework the panel structure, these seats must be included in elections until/unless official changes are made to the Bylaws.

Elections for Officers for 2018-2019 will take place at a special meeting at the end of the June meeting. Nominations can be made at any regular meeting prior to the special meeting, and voting members will consist of newly elected and continuing Staff Senate members.

There was an oversight when changing the language for the calendar changes approved in the most recent Bylaws revision that incorrectly left the special election after the August meeting. This will be corrected in the online and future printed copies to read June as the new officers take office on July 1.

University Planning and Budget Committee (UPBC), Manning, Holbert, Ormesher – Holbert reported that the UPBC met on January 5th with a special guest presentation by Doug McIlhagga, Executive Director of University Marketing and Communications, who provided an update on University...
Marketing. The Chancellor reminded the group of the Innovation Grant, the Diversity Summit meeting, and that the strategic planning review is underway.

Manning was not in attendance at the January meeting, therefore he has no report. The next meeting has not been scheduled yet.

University Center Board (UCB), Milcic – No report.

Public Relations, Dusenbery – Attached.


Scholarship/Fundraising, Van Meter –

Parking and Traffic, Dusenbery, Ormesher – http://www.siue.edu/parking/Minutes.shtml

ICAC, Intercollege Athletic Committee, Welter, Schmoll, Schram, McIlhagga – Attached.

University Quality Council, Ormesher –

USS Constitution, Bylaws Committee, Schoenborn – Attached.

Honorary Degrees and Distinguished Service Awards Committee, Wollbrink – No report as the committee hasn’t met for a while.

Video Surveillance Advisory Group, Ferrell – No report.

Other Reports:

Ad Hoc Committee for Employee Involvement Communication, Dunn – Letter to new senators was presented to the Staff Senate in January.

School of Business Dean’s Search, Dunn – The committee has not met.

Past President, Ormesher –

President Elect, Hunter – I will be attending and making public comment at the SUCSS Merit Board meeting today along with Mike Pulley and Melanie Schoenborn.

The search for a new Associate Director of Labor Relations is underway. Phone interviews have concluded, and in-person interviews are ongoing. Dates for on-campus open forum interviews will be shared as the information is available.

I encourage everyone to familiarize themselves with a US Supreme Court case being considered, Janus v. AFSCME, as it could have a very significant impact to employees on campus in the negotiated classifications. This case could overrule the 1977 Abood v. Detroit Board of Education case which requires a “fair share” fee from non-members covered by a collective bargaining agreement to cover the basic administrative costs incurred by the union in negotiating for and enforcing contracts as they are required by law to represent all workers whether they join or not. The 1977 ruling has been challenged twice before at the Supreme Court level but was upheld both times. This particular case was originally brought up by Governor Rauner vs. AFSCME Council 31 (who oversees most public sector unions in Illinois), but it was ruled that he did not have the standing to bring forth the suit as he was not an affected party. There are several resources online that give a background on the case. You can view the Proceedings and Orders at http://www.scotusblog.com/case-

There was an article in the ALESLE about the improvements planned for the library that came from Provost Cobb’s discussion at our January Executive Committee Meeting. It is on page 2 of the January 25, 2018 edition.

At 12pm today, there will be a National Moment of Silence to pay tribute to Echol Cole and Robert Walker who were killed on the job in 1968. Their deaths triggered the sanitation workers’ strike in Memphis, during which Dr. Martin Luther King Jr. was assassinated. There will be a gathering on the quad to recognize this moment.

Treasurer Report – Attached.

University Staff Senate
President’s Report
February 1, 2018

1. Chancellor’s Meeting
   a. January 30
      i. Innovation Fund: The UQC will do the first round of reviews.
         1. Staff will be represented by myself and Kirt. Pembrook asked if USS wanted to designate another person to ensure there was enough staff representation on the committee.
         2. The task will be to look at proposals and rate them against a provided rubric (5 areas).
         3. UQC will rank the proposals into top, middle and lower third and forward to UPBC.
      ii. BOT – next week
         1. Tuition and fees increase. Requesting 4% tuition and 2-3% fees.
         2. Sabbaticals being presented
         3. Residence hall roof
         4. Next phase of sidewalks (5-year plan)
      iii. December was the best December in Foundation history in terms of gifts.
      iv. Diversity strategic plan. Will be discussed goal by goal so faculty/staff can attend the ones they are most interested in.
   b. Next meeting, February 27. Please send any questions you’d like me to ask.

2. Board of Trustees
   a. Future meetings:
      i. Board of Trustees Meeting – February 8, Edwardsville
      ii. Board of Trustee Meeting – April 12, Carbondale
      iii. Board of Trustee Meeting – July 12, Springfield
   b. Reminder
      i. Our next constituency head meeting will be after the Feb meeting and will include the following items:
         1. Reapportionment conversation
         2. BOT policy on constituency bodies
      ii. If you have any questions or information you’d like me to bring forward or to provide background information, please let me know prior to the February 8.

3. Committees serving on as USS President:

   a. Diversity Council
      i. Friday, December 8.
         1. The Chancellor joined the group.
         2. The Diversity Plan was reviewed and revised.
3. I encourage staff to attend the Diversity and Inclusion Summit on January 17 from 8-11. If you run into difficulties with your supervisor allowing you to attend, please let me or Venessa know.

4. The University Staff Senate was asked to consider how do we create structures in place to provide professional development opportunities to increase diversity and inclusion for staff and increase more opportunities for advance for staff. I will follow up with both Chad Martinez and Tamika Johnson.

ii. Would Staff Senate be interested in sponsoring a staff professional development event on implicit bias (attitudes and stereotypes that affect our understanding/actions/decisions in an unconscious manner)?
   1. Contacted Chancellor’s Office. They asked for some additional information and I’m trying to coordinate with Venessa Brown’s office.
   2. Follow up with Venessa Brown:
      a. She is supportive and talked about targeting supervisors with tools for supervisors to share with those in their units. VB felt if supervisors weren’t on board, change would not occur.
      b. There was discussion at a BOT meeting about employees not having to take vacation time for diversity training. I’m trying to track those minutes down.
      c. Spring event, Venessa will develop something based on the How to Develop and Deepen Capacity document that was used in the recent Diversity training. Will focus on microaggressions specific to staff.
      d. Stay tuned!

3. Would the staff senate be interested in creating a diversity position on the senate? This person could be a standing member of the Diversity Council (rather than have a rotating presence with each change in the president)? I think this sends the message that diversity and inclusion are important to the staff and that we are actively engaged in the conversations and want to be change agents on campus.
   a. Discussions underway

4. Other Items of interest

   a. SIUE Faculty and Staff Appreciation Day – April 25, 2018
Panel/Committee Name: Public Relations Committee
Panel/Committee Chairperson: William Dusenbery
Panel/Committee Membership: Jackie Candela, William Dusenbery, Mark Ferrell, Gretchen Fricke, Anne Hunter, Kirt Omesher, Vivian Rodgers, Terri Svehla, Angie White

Panel/Committee Charge: To discuss the new employee welcome letter.
Person submitting report: Angie White  Contact Information: ext. 2433

REPORT
On Thursday, January 4, 2018, the Public Relations Committee met to discuss the new employee welcome letter and the Staff Senate Website. The committee decided that a single letter would be better than sending out multiple letters. Reason: could cause staff to automatically start deleting posts from USS due to overload of emails. Decided a RE receipt should be attached to the email so we can see how many people opened the email. Letters need to be reviewed and comments sent by 2nd Thursday of January (January 11th).

Website – navigation big issue and what should be on the website. A task force needs to be formed which includes staff from all over campus. Some ideas were to ask IT, Marketing. Any staff member who has website development experience is welcome. Committee was asked to bring list of people who would be willing to serve on the Task Force. (February 1, 2018). A discussion board will be set up to share and discuss ideas so the task force won’t have to meet in person as much.

Outreach – Public Relations Committee would like to receive the names of the new employees in advance before the next upcoming SIUE 101 meeting occurs. Anne will touch base with Jennifer in Human Resources. Terri Svehla will bring a list of remaining SIUE 101 (new employee orientation) sessions with a sign-up sheet for Staff Senate members to write down their names for the sessions they can cover. By doing so, USS will know in advance who is covering each SIUE 101 session.

Intercollegiate Athletics Advisory Committee Report

Meeting Date: January 26, 2018 at 11am
Submitted on behalf of: Doug Mollhagga, Kevin Schmoll, James Schram, and Michelle Welter

Minutes from December 1, 2018 meeting were approved

Athletic Director Brad Hewitt provided his monthly report. Updates included:

- On Thursday, February 1, Athletics will host their annual “Field Trip Day” in which they expect nearly 3,000 elementary/middle school students to come to the Vadadalene Center to watch the Women’s Basketball Team play an afternoon game against Tennessee Tech at 11:30am. Students will also participate in academic focused stations with experiments, etc. This event is sponsored by Conoco Phillips each year.

- On Saturday, February 3, Men’s Basketball will play against Jacksonville State at 1pm in the VC. During this game, SIUE Athletics will celebrate the 50th Anniversary of Men’s Basketball at SIUE. This is also community day...all community members can receive $1 tickets as well as $1 soda, hot dogs, and popcorn. That evening, at 6pm, Women’s Basketball will play against Jacksonville State. This is the annual Pink Zone game raising money for Breast Cancer charities. Breast Cancer Survivors receive up to four free tickets to this game. There will be fun activities throughout this game.

The next ICAC meeting will be held on Friday, February 23, 2018 at 11am.
Panel/Committee Chairperson: Melanie R. Schoenborn
Panel/Committee Membership: Melanie R. Schoenborn, Vicki Kruse

Panel/Committee Charge: To correct and update the Bylaws as we had done the USS Constitution

Person submitting report: Melanie R. Schoenborn  Contact Information: ext. 2329

REPORT

Vicki and I met to work on the corrections and updates requested to the USS Bylaws and have gotten to the Amendment Article. We will meet soon to make the necessary changes to the Amendments and to consider the requested changes that include Panels in any wording of the USS Constitution and the USS Bylaws. After making all the requested changes will hope to submit for a 1st ready the USS Constitution and USS Bylaws at the regular March Staff Senate meeting.
Staff Senate Treasurer’s Report
February – 2017

Fund 787514 – Staff Senate 8 Account:

Ending Balance 01/31/18  $2062.07
Income:                   $0
Expenses:                 $0

Fund 4016 – University Staff Senate Benefit:

Ending Balance 12/31/2017  $7902.86
Income:                   $0
Expenses:                 $0

Fund 8715 – University Staff Senate Scholarship Endowment:

Ending Balance 12/31/2017
  Spendable                  $3451.96
  Endowed & Reserved         $69617.33

Income:  
  Endowment Gifts            $1037.00
Expenses:                      $0

Fund 8102 – SIUE Faculty for Collective Bargaining Scholarship Endowment:

Ending Balance 12/31/2017
  Spendable                  $2639.48
  Endowed & Reserved         $16122.59

Income:                   $0
Expenses:                 $0

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

Ending Balance 09/30/2017
  Endowed & Reserved        $10345.62
  Pledges Receivable        $15000.00

Income:  
  Endowed Pledge            $2500