The regular meeting of the University Staff Senate was called to order at 9:00am on Thursday, September 5, 2019 in the International Room, Morris University Center by President Toberman.

Present: Ian Toberman, David Balai, Collin Van Meter, Mark Ferrell, Melanie Schoenborn, Domonique Crosby, Cindy Cobetto, Denyse Anderson, Jan Caban, Anne Cavanaugh, William Dusenbery, Carolyn Jason, Shane Kessinger, Brittany Logan, John Milcic, Jennifer Zurliene, Anne Hunter (ex officio)
Excused: Gretchen Fricke, Angie White, Darryl Cherry, Anthony Fearon, Ken Holbert
Absent: Lucas Wilson
Guest: Jacob Graham

The Staff Senate Scholarship award winners for Summer and Fall were introduced and congratulated. A brief review of the history and source of the funds was provided, and the families were thanked for their service. Photos were taken with Chancellor Pembrook and Staff Senate representatives.

GUEST:
Jacob Graham, Student Body President, addressed the Staff Senate and congratulated the scholarship winners. The Student Government office is located in SSC 1280, and he encouraged any initiatives or issues to be brought to them. He reviewed the Student Senate structure, which includes two Senators for each school as well as freshman representatives.

The Student Senate is working on offering free scantrons which are currently available in the office during business hours, and they are hoping to reach 500 students through that initiative. They are also working on asking for a limit on projects and exams that can be held during the week before finals. Additionally they want to build a syllabus bank so that students can have an idea about a class before signing up for it.

The floor was opened to questions. The Student Senate currently has open seats in the College of Arts and Sciences, the School of Business, and the School of Nursing. He would like to work together with the other Senates to collaborate and reciprocate when able. A meet and greet event was discussed, similar to the Hash Brown Huddle Student Government held with the City of Edwardsville officials.

APPROVAL OF MINUTES:
The minutes for the August 1, 2019 regular meeting, the June 20, 2019 regular and special meetings, and the minutes for the July 17, 2019 special meeting were approved as written.

REPORTS:
There was no Treasurer Report available as the Foundation has not been able to provide reports since April due to a system transfer. Money has been available to cover scholarships and other disbursements, however the exact numbers are not currently available.
The President reported that constituency meetings will be starting soon. There was a discussion of enrollment numbers, and it was suggested to look at ISU numbers as well.

The MUC Board provided a reminder about the Cougar Bucks program, and those with money on their card get a 10% discount on campus. Money can be put onto the card online, and the card can also be used at some businesses in the area.

Hunter provided an update on the Scholarship Banquet. Ticket flyers as well as donation and ad information letters were made available on SharePoint and are attached. The deadline for tickets is October 2. There are currently about 25 tickets sold for the event, and attendance is the biggest concern at this time. More donations for the silent auction would be welcome, and Senators are also asked to provide a donation for the alcohol package raffle. A sign up will be distributed asking for volunteers to sit at the ticket table as well as for help needed the day of the banquet.

The Homecoming Committee provided magnets and event information. There will be a Cougar Fun Run and a Cougar Fan Zone.

Information about the new Staff Senate Facebook page was provided. The page can be found at facebook.com/siuestaffsenate.

UNFINISHED BUSINESS:
Committee Chairs have been given a charge and have been asked to reach out to their members.

NEW BUSINESS:
There was a discussion about having guests visit the Staff Senate meetings. While access is a benefit of the Staff Senate, in the past too much time was allotted to guests and there was no time to conduct business. Suggestions included not having guests in back to back months, setting a specific time limit in advance with time for questions, and inviting with specific topics in mind.

The role of Constituency Representatives was discussed. If there are problems specific to a classification, it should go through the Constituency Representative to begin addressing the issue. The Constituency Representatives can do some of the background work and serve as a conduit for information. In some cases union representation will be the first place for some employees to go, but it is also helpful for the Representatives to know as it may affect others as well.

ACTION ITEMS:
The Committee for Higher Administrator Performance Appraisal (CHAPA) is a standing committee of the University Planning and Budget Council (UPBC), however it has not been used for several years. It is being resurrected, and the Chancellor will be the first evaluated. The Staff Senate is allotted four appointments to this committee. There was a discussion about the Bylaws which states that appointments are made by Vice Chancellor area and not classification. Appointments require Senate approval, and staggered terms will be established.

A slate of appointments was presented: Gretchen Fricke from Academic Affairs for a 1-year term, Anne Cavanaugh from University Advancement for a 3-year term, Rashida King from Human Resources for a 3-
year term, and Keith Becherer from Student Affairs for a 2-year term. A motion was made and seconded to approve the slate. There was a discussion which included concerns that there were no represented employees presented and attempts to work with the Black Faculty & Staff Association. It was suggested to vote on members individually. The motion for the slate failed with 5 voting in favor and 9 opposed with no abstentions.

A motion was made and seconded to appoint Gretchen Fricke for Academic Affairs. There was discussion, and the motion passed with 12 in favor and 1 opposed.

A motion was made and seconded to appoint David Balai for Student Affairs. There was no discussion, and the motion passed with 12 in favor and 1 opposed. The concerns of the Senate will be shared with Becherer.

A motion was made and seconded to appoint Anne Cavanaugh for University Advancement. There was no discussion, and the motion passed with 12 in favor and 1 opposed.

A motion was made and seconded to appoint Rashida King for Administration. There was no discussion, and the motion passed with 12 in favor and 1 opposed.

A motion was made and seconded to allow the President to determine the terms for the appointments. There was no discussion, and the motion passed unanimously.

ANNOUNCEMENTS:
Domonique Crosby and Laura Jacobs were appointed to 4-year terms on the Intercollegiate Athletics Committee (ICAC). Gary Dunn continues to serve his existing term. Kevin Schmoll will continue until the Staff Senate makes an appointment to reestablish staggered terms.

Diversity Day will be held on October 15. A flyer was posted to SharePoint and is attached.

The Staff Senate Banquet will take place on October 10, 2019. Senators were challenged to bring one new person with them to the event and are asked to make a donation for the alcohol package raffle.

The December 5 regular meeting is moved to December 12 due to the Board of Trustees meeting taking place on campus. The January 2 regular meeting is moved to January 9 as it is the first day after the holiday.

The next Staff Senate meeting will take place on the Alton campus. A sign-up sheet was passed around, and an e-mail will be sent out for those who would like a ride to the meeting location.

FUTURE AGENDA ITEMS:
Milcic shared feedback from a student in the Morris University Center asking about the Staff Senate meetings being “open but not open.” Civil Service employees are afraid to attend because of potential retaliation. There was a discussion about moving the Public Comment section of the meeting to the beginning to allow guests to know when it would take place. The topic will be discussed at the Staff Senate Executive Board meeting.
People are encouraged to attend the Board of Trustees meeting since it is being held on the Edwardsville campus. A 2.75% retroactive raise is on the agenda for SIUE, and there is no raise on the agenda for SIUC.

PUBLIC COMMENT:
There was no public comment.

ADJOURNMENT:
The meeting adjourned at 10:58am.

Submitted by Anne Hunter, University Governance
STAFF SENATE MEETING
International Room, Morris University Center
September 5, 2019 – 9:00am
AGENDA

I. CALL TO ORDER

II. SCHOLARSHIP PRESENTATION

III. GUEST
   a. Jacob Graham, Student Body President

IV. APPROVAL OF MINUTES

V. MONTHLY UPDATES
   a. Officers
   b. Staff Senate Committees
      i. Fund-Raising Committee
   c. University Committees
   d. Search Committees
   e. Ex-Officio

VI. TREASURER REPORT

VII. UNFINISHED BUSINESS
   a. Committee Updates

VIII. NEW BUSINESS
   a. Guests
   b. Role of Constituency Representatives

IX. ACTION ITEMS
   a. CHAPA Appointment Ratification

X. ANNOUNCEMENTS
   a. ICAC Appointments – Domanique Crosby and Laura Jacobs, term expiration June 30, 2023
   b. Staff Senate Banquet – October 10, 2019
   c. Staff Senate December Meeting moved to December, 12, 2019
   d. Staff Senate January Meeting moved to January 9, 2020

XI. FUTURE AGENDA ITEMS

XII. PUBLIC COMMENT

XIII. ADJOURNMENT

Next meeting of the Staff Senate Executive Committee will be Thursday, September 19, 2019 at 9:00am in the Magnolia Room, Morris University Center.

Next regularly scheduled meeting will be Thursday, October 3, 2019 at 9:00am in the Alumni Conference Room, School of Dental Medicine.
2019 SIUE Staff Senate Scholarship Banquet

Thursday, October 10th, 2019
5-8 p.m.
Conference Center, Morris University Center, Edwardsville Campus

• Social hour begins at 5 p.m.
• Buffet style dinner at 6 p.m., including stuffed pork chops and fried chicken with assorted cheesecake for dessert.
  • Please contact us if you have any dietary needs.
• Open Bar throughout the event with wine, beer, and soda included.

Silent Auction * 50/50 Drawing * High Spirits Alcohol Package Drawing

Must be present to win.

All Proceeds Benefit the University Staff Senate Scholarship

SOUTHERN ILLINOIS UNIVERSITY
EDWARDSVILLE

Cost is $25 per person. No ticket sales at the door. All tickets are will call. Checks payable to SIUE Foundation. Registration deadline is October 2nd.

Return this portion with payment to the Staff Senate Scholarship Banquet Committee, Campus Box 1252 by October 2nd or visit http://www.siue.edu/ugov/staff/scholarship_banquet.shtml to purchase your tickets online.

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<th>Guests</th>
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<thead>
<tr>
<th>Total Tickets</th>
<th>Questions? Call Anne Hunter at 650-2770</th>
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TO:  
FROM: SIUE Staff Senate Fundraising Committee  
SUBJECT: Donation Request

The SIUE University Staff Senate Scholarship Banquet will be held Thursday, October 10, 2019, in the Conference Center in Southern Illinois University Edwardsville’s Morris University Center and is open to the community. SIUE employs over 2500 people across three campuses with a diverse student body of more than 12,500. The University had a total economic impact of $514 million on the region, based on a study released in March 2015.

All proceeds from the event benefit the Staff Senate Scholarship, awarded during the Fall and Summer terms at SIUE to deserving high school graduates or continuing undergraduate students at SIUE. Since the scholarship was first awarded in 1980, over $47,000 has been awarded to more than 80 students. Every single student who has received this award has gone on to graduate.

We are seeking donations for the event. These can be tangible items we can use for attendance prizes, baskets, raffles, or our silent auction, or it can be a monetary donation to support the event and the scholarship. All donations are tax-deductible, and donors will be recognized in the event program.

Alternatively, you may also purchase ad space in the event program or become an event sponsor. The advertisements can be informational or offer coupons/discounts to attendees. The donation cost for ad space starts at $20. Sponsorships, starting at $300, are available and include various levels of advertising and event tickets. Please see the included donation submission form to view ad cost and specifics on what is included at each sponsorship level. Ads must be submitted by September 24.

We hope we can count on you to support this great cause and fun event. If you have any questions or need to arrange for a donation to be picked up, please contact Anne Hunter at 618-650-2770 or at anhunte@siue.edu. Thank you for your consideration!

Anne Hunter  
SIUE Staff Senate Fundraising Committee Co-Chair
SPONSORSHIP AND AD SUBMISSION FOR THE SIUE UNIVERSITY STAFF SENATE SCHOLARSHIP BANQUET

Sponsorships for the Scholarship Banquet are available in three tiers: bronze, silver, and gold. Bronze sponsor benefits include a full-page ad in the program, two tickets to the event, a special table tent at the event, and recognition in the program. Silver sponsors receive all the bronze level benefits as well as a digital and banner ad at the event and two additional tickets to the event (for a total of four). Gold Sponsors receive all the silver level benefits as well as recognition on the front cover of the event program, will be included in all advertising and promotions for the event, a banner ad on the stage, and four additional tickets to the event (for a total of 8/full table).

You may also purchase ad space in the event program. The advertisements can be informational or offer coupons/discounts to attendees. The donation cost for ad space is $20 for a quarter page ad (3.75” x 2.25” vertical or 4.5” x 1.85” horizontal), $45 for a half page ad (3.75” x 4.5”), and $75 for a full page ad (4.5” x 7.5”).

To sponsor the event or purchase an ad, please send your payment along with this form to the SIUE Staff Senate, Attn: Scholarship Committee, Campus Box 1252, Edwardsville, IL, 62026. Checks should be made out to SIUE Foundation. Please send image files for the ad to Anne Hunter at anhunte@siue.edu. Ads must be submitted by September 24.

1. I would like to sponsor the SIUE University Staff Senate Scholarship Banquet.
   - [ ] I am enclosing $300 for a Bronze Sponsorship.
   - [ ] I am enclosing $500 for a Silver Sponsorship.
   - [ ] I am enclosing $1000 for a Gold Sponsorship.

2. I would like to reserve ad space in the 2019 SIUE Staff Senate Scholarship Banquet program.
   - [ ] I am enclosing $20 for a quarter-page ad.
   - [ ] I am enclosing $45 for a half-page ad.
   - [ ] I am enclosing $75 for a full-page ad.

3. I will be making a donation to the banquet. Please list my name in the program as:

   [ ] I am enclosing my donation.

   [ ] I need my donation to be picked up. Please call me at _______________ to make arrangements.

Name and Address: ____________________________
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<tr>
<th>Committee Name</th>
<th>Parking &amp; Traffic Committee</th>
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<tbody>
<tr>
<td>Report Submitted By</td>
<td>David Balai, Laura Scaturro</td>
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<tr>
<td>Role/Position</td>
<td>Senator, Staff Senate Rep to the Committee</td>
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<tr>
<td>Quarter Submission</td>
<td>Aug</td>
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If additional explanations for any section are necessary, please attach additional sheets.

What is the general charge of the committee on which you sit? (This can be repeated from report to report).

Parking & Traffic Committee

The purpose of the Parking and Traffic Committee is to consider the needs, convenience and safety of the entire University community related to traffic flow and parking. This includes participation in the planning of parking facilities, the development of

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<th>Major Activities or Actions Since the Last Quarterly Report</th>
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<tr>
<td>1. Permanent Event digital signs will be installed at parking lots A, B, E, and F.</td>
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<td>2. Permits for FY19/20 will be going up $5.00 across the board for all levels of permits.</td>
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<td>3. Resurfacing/restriping of parking lots is ongoing.</td>
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<td>4. Construction of Korte stadium and Lot A is ongoing but should be wrapping up before the academic year starts.</td>
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<tr>
<td>5. Digital Speed signs installed on Stadium Drive. A first for the campus.</td>
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<tr>
<td>6. Short Term Disability - Parking Policy reviewed. (i.e., Pregnancy, other short term conditions)</td>
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<td>7. Lot A Construction began the day after May 2019 graduation. As of today, 8/07/19, it appears that there will be enough spaces paved and striped to accommodate faculty/staff that normally park in Lot A. The parking lot will not be fully completed (curbing, landscape, etc. until after the Fall 2019 semester begins.) Please understand that this is all weather dependent.</td>
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Activities or Actions Under Consideration or In Development


### Areas of Particular Concern or Interest Relevant to the Staff Senate

Parking services is a funded debt unit. This means we have sold bonds to pay for our construction projects and long term maintenance. Many factors effect our bond rating and how much we pay to service the debt. Because of this, it is necessary for us to sell parking passes, and the price of those passes is directly tied to the bond model. This year we needed a $5.00 increase to keep the unit operating in the black.

### Questions, Challenges, and Resources Needed from Executive Board

### Requested Action Items

### Other Notes/Comments

6. Short Term Disability - Parking Policy reviewed. (i.e., Pregnancy, other short term conditions)
   
   Added Pregnancy to the current disability parking policy with the same stipulations as other conditions (i.e., doctor’s note) and changed on the website.
SAVE THE DATE

MONDAY
OCTOBER 14, 2019

DIVERSITY DAY
OPENING RECEPTION FOR
COMMUNITY STAKEHOLDERS
5-6:30 PM

TUESDAY
OCTOBER 15, 2019

DIVERSITY DAY
8 AM-4 PM

Join us for a day of celebrating diversity through education, entertainment and connection with special guest speaker Howard J. Ross, author of Everyday Bias and Our Search for Belonging: How Our Need to Connect Is Tearing Us Apart.

Questions? Contact the Office of Institutional Diversity and Inclusion at 618-650-5382.

www.siue.edu/diversity-day
Check out Diversity Day on social media!

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