The regular meeting of the University Staff Senate was called to order at 9:06am on Thursday, March 5, 2020 in Room 2074, Building D, East St. Louis Center by President-Elect David Balai.

Present: David Balai, Angie White, Denyse Anderson, Jan Caban, Anne Cavanaugh(also proxy for Collin Van Meter), Darryl Cherry, William Dusenbery (also proxy for Cindy Cobetto), Anthony Fearon, Anne Hunter (proxy for Mark Ferrell; ex officio), Carolyn Jason, Shane Kessinger, John Milcic, Jennifer Zurliene, Excused: Ian Toberman, Gretchen Fricke, Melanie Schoenborn

Absent: Domonique Crosby, Ken Holbert, Brittany Logan

Guest: Tiffany Caguitla, Timothy Staples

**GUEST:**
Director of the East St. Louis Center Dr. Timothy Staples was a guest at the meeting. He shared information on how SIUE stands in the gap of many things missing in St. Clair County programs. Early Head Start provides housing assistance, parent engagement, transportation, and job consultation in addition to educating children. The Upward Bound Program is a high school program serving 400 students in the area, and it recently extended into Collinsville with Upward Bound Scholars and Upward Bound Science Awareness. The Charter School on the East St. Louis Campus works together under the School of Education, Health and Human Behavior. Under the Department of Child and Family Services (DCFS) programs Project Success and Building Futures, foster students attend for about two hours in the evening for different activities that provide consistency and stability.

Deputy Executive Director Tiffany Caguitla was also present and shared information about the many different policies that apply to East St. Louis.

The floor was opened to questions.

The Head Start program is about more than educating, it also supports families. They start with pregnant mothers and provide services for them, either home-based or part of the Head Start centers. They want to remove barriers, working with the whole family to prepare them for success and school readiness.

Most of the programs offered under the East St. Louis Center are in impoverished or high-need areas. SIUE is the grantee of the program, and it is federally funded so those participating do not have to pay. Many students in these areas are determined not ready for college, often due to not being ready before high school. These programs get them ready and play an important role in equity.
There are seven managed centers, and there are partnerships with school districts. Their hours are 7:30am-4:30pm, but they do cater to family needs if something is outside of those hours. Most of the high school programs take place in the evening.

There was a discussion about staff challenges, particularly in instances when centers are closed.

The veteran outreach program for the metro area is a successful federal program. Grant money from East St. Louis operations funds several offices on the Edwardsville campus as well as faculty startup money for research.

The ESL Center serves 1304 families, 1064 of them in Head Start. They are always recruiting and have a wait list in place. They refer as needed.

When asked for an example of a great success, Staples cited getting into the Collinsville School District. In order to be in compliance with federal programs, it was necessary to extend operations at other locations. Collinsville and Granite City were both explored as options. Challenges cited included staffing as it is difficult to hold on to people since the job is different than a typical 9-5 job.

The library at the East St. Louis Campus serves as the library for the area. It is sometimes the only computer source, so they would like to add a room for people to do personal work like taxes. They have classes like crocheting and cooking for the community as well.

Most families stick with SIUE and retain in some way. There is a gap for middle school programs as there are not many grants available, although the performing arts program and TRIO fill some of it.

There was a brief recess.

**APPROVAL OF MINUTES:**
The minutes for the February 6, 2020 regular meeting were approved as written.

**PUBLIC COMMENT:**
There was no public comment.

**UPDATES:**
President Toberman was not present due to a constituency head meeting with SIU System President Dr. Mahony.

The Fund-Raising Committee is working on obtaining a bingo license for a Glo-Bingo fundraiser on October 9.

The Public Relations Committee is hosting a Social Security representative visit. Flyers have been distributed through campus mail and will be advertised on the electronic boards as well as the eToday. Tumblers are being delivered to new employees.

A report was submitted by Milcic for the University Center Board and is attached.
The Committee for Higher Administrator Performance Appraisals (CHAPA) is completing a review of the Chancellor and will then move on to other higher administrators.

UNFINISHED BUSINESS:
Discussion continued about SIUE’s New Employee Orientation and suggestions for Staff Senate involvement with new employees.

NEW BUSINESS:
There was no new business.

ACTION ITEMS:
Jan Caban was recommended for the University Planning and Budget Committee appointment starting on July 1. It was moved and seconded, and the appointment was approved unanimously.

A motion was made and seconded to make up to $1500 available to the Scholarship Committee for the Summer scholarship, to be awarded at their discretion. The motion was adopted unanimously.

Toberman requested the June meeting to be moved from June 6 to June 11. It was moved and seconded, and the motion was adopted unanimously.

ANNOUNCEMENTS:
Announcements were reviewed as listed on the agenda. The Staff Senate Executive Committee approved the following search committee appointments at a special meeting: Director of Financial Aid (Tiffany Shemwell), the Director of Retention and Student Success (Carol Garrison), and the Assistant Provost for Academic Equity and Exclusive Excellence (Garrett McAllister).

FUTURE AGENDA ITEMS:
There were no future agenda items.

ADJOURNMENT:
The meeting adjourned at 10:39am.
STAFF SENATE MEETING
Room 2074, Building B, East St. Louis Center
March 5, 2020 – 9:00am
AGENDA

I. CALL TO ORDER
II. GUEST
   a. Dr. Timothy Staples, Director of the East St. Louis Center
III. APPROVAL OF MINUTES
IV. PUBLIC COMMENT
V. MONTHLY UPDATE
   a. Officers
   b. Constituency Representatives
   c. Staff Senate Committees
   d. University Committees
   e. Search Committees
   f. Ex-Officio
VI. UNFINISHED BUSINESS
   a. New Employee Orientation
VII. NEW BUSINESS
VIII. ACTION ITEMS
    a. UPBC Appointment
    b. Request for Funds – Staff Senate Scholarship Summer 2020
    c. Move June 6 Meeting to June 11
IX. ANNOUNCEMENTS
    a. SIU President Mahony at Faculty Senate Meeting – March 5 at 2:30pm
    b. Staff Senate Appointment to Search Committees for Director of Financial Aid, Director of Retention and Student Success, and Assistant Provost for Academic Equity and Inclusive Excellence
    c. Upcoming Search – Vice Chancellor for Administration
    d. Nominations for Staff Senate Officers Opens April 2 Meeting
       i. Vote for Officers takes place at June Special Meeting
    e. Degree Completion Award available for AY20-21
    f. Staff Senate Glo-Bingo – Friday, October 9
X. FUTURE AGENDA ITEMS
XI. ADJOURNMENT

Next meeting of the Staff Senate Executive Committee will be Thursday, April 16, 2020 at 9:00am in the Magnolia Room, Morris University Center
Next regularly scheduled meeting will be Thursday, April 2, 2020 at 9:00am Room 2075, Science West Building
Morris University Center Report

1. Not looking at any fee increase for next fiscal year
2. Textbook services will be moving
3. Working on constitution
4. Chick Fil A and Pavos Pizza remodel this summer
5. Looking at putting apparel and niknak display in union station
6. A deste move to SSC lower level
7. Veterans move to event services
8. Event services will move to A deste
9. Internal parking pay station to be installed inside MUC
10. Esports going over well - to be moved to Cougar Lanes area
11. Cougar Store new hours and looking at in home shipping
12. Working on Starbucks cart in Library