Staff Senate Executive Committee  
Approved Minutes  
December 17, 2015

The regular meeting of the Staff Senate Executive Committee was called to order on Thursday, December 17, 2015 at 9:09 a.m. in the International Room, Morris University Center by Cindy Cobetto, president.

Present: Cobetto, Dusenbery, Hunter, Schoenborn

Excused: Fricke, Trucks

Absent: Caupert, Ormesher

Guest: Bartholomew

Announcements: There were no appointments this month to university wide or search committees. Staff Senate FAQs are on the web site.

Approval of Minutes: The November 19, 2015 minutes were approved as submitted (Dusenbery/Hunter).

Cindy requested that whoever can, please try to attend the Black Lives Matter Conference on Wednesday, January 20 at 8:00 a.m. to 11:30 a.m. (Conference Center). The MLK Luncheon follows (Meridian Ballroom). Cindy will send an email to the Staff Senate regarding the request.

Unfinished Business: None

New Business

Candidacy forms/convert three to one: Melanie went over the changes on the forms and took suggestions. Some formatting suggestions were given and welcomed. The final draft will go to the January Staff Senate meeting for a first read. Governance secretary will bring copies and send electronic copy out with email meeting announcement and agenda.

Attendance Sheet: FYI

Constitution and Bylaws: Melanie Schoenborn reported that a request for some documents from 1989 was made to University Archivist & Special Collections Librarian Steve Kerber in order to determine some correct dates and information regarding changes to the Constitution and Bylaws. The committee will be working on updates, formatting and grammatical errors to bring to the Senate for a first read at the February meeting.

Elections Chair and Committee: Bill Dusenbery nominated Todd Bartholomew to serve as chair. Todd accepted the nomination. Todd Bartholomew was appointed by Cindy Cobetto as the Elections Chair. The following will serve on the committee: Melanie Schoenborn, Bill Dusenbery, Cindy Cobetto will help
where needed. Todd will meet with Governance secretary prior to the elections notice which is in March for an April election.

**Summer Scholarship Discussion:** It was determined to have funds availability approval for the Summer Scholarship on the January agenda. A transfer from the Benefits account to the Endowment, spendable and/or investment will be determined at that time, also.

**President’s Report:** Cindy Cobetto reported that the Diversity Council will be hosting the Black Lives Matter Conference the morning of the MLK Luncheon. SIUE Congress: the next meeting is set for January 29, Meridian Ballroom at 9:00 a.m.

**Public Comment:** Bill Dusenbery reported that Shrylene retired and now the Senate will need a new senator to represent East St. Louis. There was a discussion regarding the procedure to elect someone to replace the vacant seat. It was determined according to the Bylaws that the Elections Chair and each of the Panel Chairs will need to meet to move this along. Todd Bartholomew, newly appointed elections chair requested to send Shrylene an email to accept the announcement from Kenn Neher as her resignation of all her duties on the Staff Senate. A retirement card will be purchased for everyone to sign and send.

Anne Hunter brought up that persons applying for Civil Service positions are getting the response from Human Resources that they are ‘Not Qualified’ so they cannot take the Civil Service test for a particular position. It is being looked into with a follow up to the Senate.

**Adjournment:** The meeting was adjourned at 10:34 (Dusenbery/Hunter).

*Approved as submitted February 18, 2016*

*Vicki Kruse/University Governance*