The regular meeting of the University Staff Senate Executive Board was called to order at 9:03am on Thursday, August 16, 2018 in the Board Room of the Morris University Center by Acting President Fricke.

Present: Gretchen Fricke, Ian Toberman, Mark Ferrell, Melanie Schoenborn, Angie White
Absent: Collin Van Meter (excused), Carolyn Jason
Guests: Cindy Cobetto, William Dusenbery

APPROVAL OF MINUTES:
The minutes for the July 19, 2018 meeting were approved as submitted.

REPORTS:

Officers:
Acting President Fricke formally accepted the resignation of President Anne Hunter effective August 14, 2018. Per our Bylaws, Gretchen Fricke as Past President will assume the duties of Acting President until or unless the Senate chooses to take action.

Gail Hughes, who has been serving as temporary office support for University Governance, was thanked for her help over the past few months.

No other officers had reports.

Constituency Heads:
No reports were submitted by the Constituency Heads.

Staff Senate Committees:
No committee reports were submitted to the Executive Board.

University Committees:
William Dusenbery reported on behalf of the Parking & Traffic Committee that the new kiosks for pay spots have been installed. There will be a transition period before ticketing begins. The rates are $1.50 an hour instead of $1.00. President Fricke stated that there needs to be more communication about the increase from the Parking & Traffic Committee and requested that be passed to the committee.

No other committees submitted reports.

UNFINISHED BUSINESS:
Due to issues with Qualtrics on the vote for Administrative Staff Represented Constituency Head, President-Elect Ian Toberman will caucus with the constituency Senators to resolve the issue.
The staggering of terms was approved at the August 2, 2018 Staff Senate meeting. Constituency Representatives should submit recommendations for vacancies to President Fricke for consideration.

**NEW BUSINESS:**
Discussion about ex-officio members of the Staff Senate for the 2018-2019 year took place. Anne Hunter as Office Support Specialist for University Governance was recommended by President Fricke, and William Dusenbery recommended Mike Pulley as the SUCSAC/EAC representative for SIUE. There were no objections to the appointments. Additional discussion about including UPBC and Human Resources as ex-officio was tabled until the next meeting.

**ACTION ITEMS:**
Terri Svehla was confirmed as the Fund Raising Committee Chair.

Approval of committee membership will be confirmed with the committee chairs. The Executive Board unanimously approved that authority will be given to the committee chair to approve non-Senate members of their committees as voting members with the condition that the names of those members are included in their next committee report.

Discussion of committee sizes and composition took place. The discussion was tabled until the next meeting. Committees will be encouraged to write their own operating papers.

**ANNOUNCEMENTS:**
Announcements were read from the agenda. President Fricke will confirm with the Office of the Chancellor on how many the Staff Senate will be able to send to the Council of Councils.

**FUTURE AGENDA ITEMS:**
Melanie Schoenborn asked that the Degree Completion Award be revisited. It was funded by the Office of the Chancellor and was suspended due to budget concerns.

Cindy Cobetto asked about the Benefits Fair that used to be sponsored by Human Resources. It was eliminated due to staffing issues and new ethics rules, however the information is still available through CougarNet.

President Fricke suggested President Dorsey and Chair Scholar as future guests to the Staff Senate. Melanie Schoenborn stated that the directors of satellite campuses should be included as guests when we visit those campuses. William Dusenbery recommended Craig Holan from Facilities Management as a future guest to speak about building planning and projects.

President Fricke shared information from the most recent Board of Trustees meeting including speakers, president search planning, and allocation discussion. There is a meeting of the Higher Education Committee of the Illinois General Assembly on Tuesday, August 21, 2018. More information will be sent out via the USS listserv.

**PUBLIC COMMENT:**
There was no public comment.
ADJOURNMENT:
The meeting adjourned at 10:40am.

Submitted by Anne Hunter, University Governance
I. CALL TO ORDER
II. APPROVAL OF MINUTES
III. REPORTS
IV. UNFINISHED BUSINESS
   a. Recognition of Constituency Heads
   b. Staggering of terms – recommendations from Constituency Heads for vacancies
      i. Civil Service Negotiated Prevailing Senator, term ending 2019
      ii. Civil Service Open Range Senator, term ending 2019
      iii. Administrative Staff Represented, term ending 2019
      iv. Administrative Staff Non-Represented, term ending 2021
      v. East St. Louis Represented Senator, term ending 2019
      vi. Alton Non-Represented Senator, term ending 2021
V. NEW BUSINESS
   a. Establishment of Ex-Officio members for 2018-2019 year
VI. ACTION ITEMS
   a. Approval of Committee Chair Appointment – Terri Svehla as Fundraising Chair
   b. Approval of Committee Membership – Non-Senator Voting Members
VII. ANNOUNCEMENTS
   a. Catch the Cougar Spirit – Friday, August 17
   b. SIUE 101 – Friday, August 24
   c. Council of Councils Conference, hosted by UIUC – October 4-5
   d. SIUE Diversity Day – Tuesday, October 16
   e. Staff Senate Banquet – April 18, 2019
VIII. FUTURE AGENDA ITEMS
IX. PUBLIC COMMENT
X. ADJOURNMENT

Next regularly scheduled meeting will be Thursday, September 20, 2018 at 9:00am in the International Room, Morris University Center