UNIVERSITY STAFF SENATE EXECUTIVE BOARD MEETING
Magnolia Room, Morris University Center
November 15, 2018 – 9:00am
Approved Minutes

The regular meeting of the University Staff Senate Executive Board was called to order at 9:02am on Thursday, November 15, 2018 in the Magnolia Room of the Morris University Center by Acting President Fricke.

Present: Gretchen Fricke, Ian Toberman, Angie White, Collin Van Meter, Mark Ferrell, Melanie Schoenborn, Anne Hunter (ex officio)
Absent: Carolyn Jason
Guests: Cindy Cobetto, John Milcic

GUEST:
The scheduled guest, Sorin Nastasia, had to cancel due to inclement weather.

APPROVAL OF MINUTES:
The minutes for the October 18, 2018 meeting were approved as corrected.

REPORTS:
Toberman reported that the Diversity Council is looking at a policy establishing employee rights to participate in diversity activities. There was discussion about people being asked to take leave time for any University function and what should be considered life of the University events. It is incumbent upon the Diversity Committee to impress upon campus on why having a workforce comfortable with diversity issues makes us a more inclusive campus. The committee for Diversity Day 2019 is being formed, and anyone interested can participate.

UNFINISHED BUSINESS:
The current vacancies of the Staff Senate were reviewed. There have been discussions with people interested in the Administrative Staff Non-Represented (NREP2) vacancy. Sha’Donna Woods has resigned from the Staff Senate but will continue to serve as the representative on the Associate Provost Search Committee.

A set of standard operating guidelines for committees has been put together to give basic parameters. The committees will be given specific charges to develop further operations as needed. Much of the language was copied from the Bylaws and Constitution. The Bylaws state that every Senator has to be on a committee, but there is no language to state what should happen if they do not follow through with that commitment. When the Bylaws and Constitution were amended, all old operating papers became obsolete as new committees were established. Committee size is set through legislation to allow chairs to add people with Executive Board approval. A minimum of 3 members has already been established, however a maximum size is not being set at this time.
NEW BUSINESS:
There is a vacancy for the Administrative Staff Represented Constituency Representative with the resignation of Sha’Donna Woods. Toberman will convene with the Administrative Staff Represented Senators to see if a new Constituency Representative can be determined and will come back with a proposal.

A new item, snow days and the impact on staff, was added to New Business with no objections. There was discussion on the impact on staff of keeping the University open during inclement weather. Vacation time is more difficult to accrue for those without several years of service so it is harder to stay home. Faculty have the flexibility to cancel classes or work from home, and while essential personnel are on campus many units are essentially vacant. MODOT and IDOT were telling people to stay home. Many students live on campus, but as a regional campus many do not. This is an ongoing concern, not just about one day, and the discussion is not meant to disparage or undermine those who have to make the decision. President Fricke will discuss the topic with the Chancellor as it pertains to the underlying equity and request that staff are remembered when considering the decision to stay open or to close the campus.

ACTION ITEMS:
There were no action items.

ANNOUNCEMENTS:
The announcements were reviewed as written on the agenda.

FUTURE AGENDA ITEMS:
There were no future agenda items discussed.

PUBLIC COMMENT:
There was no public comment.

ADJOURNMENT:
The meeting adjourned at 10:29am.

Submitted by Anne Hunter, University Governance
I. CALL TO ORDER
II. GUEST
   a. Sorin Nastasia, Faculty Senate President
III. APPROVAL OF MINUTES
IV. REPORTS
V. UNFINISHED BUSINESS
   a. Filling of Vacancies
      i. Civil Service Negotiated Prevailing Senator (CSNP4), term ending 2019
      ii. Civil Service Negotiated Prevailing Senator (CSNP6), term ending 2021
      iii. Administrative Staff Non-Represented (NREP2), term ending 2021
      iv. Administrative Staff Represented (REP1), term ending 2019
      v. East St. Louis Represented Senator (ESL CSNP/REP), term ending 2019
   b. Committee Membership and Size Discussion
   c. Committee Operating Guidelines
VI. NEW BUSINESS
   a. Administrative Staff Represented Constituency Representative
VII. ACTION ITEMS
VIII. ANNOUNCEMENTS
   a. System President Dorsey and Chancellor Pembroke – December 6, 2018 Staff Senate Meeting
   b. SIU Board of Trustees Meeting in Carbondale – December 13, 2018
   c. Vice Chancellor Rich Walker and Craig Holan – January 17 SSEB Meeting
   d. Bob Vanzo and Tony Langendorf regarding the changes to Lot A; Faculty Ombuds Seran Aktuna and Nicole Klein - February 21 SSEB Meeting
   e. Staff Senate Banquet – April 18, 2019
IX. FUTURE AGENDA ITEMS
X. PUBLIC COMMENT
XI. ADJOURNMENT

Next regularly scheduled meeting will be Thursday, December 20, 2018 at 9:00am in the Magnolia Room, Morris University Center
Next regularly scheduled Staff Senate meeting will be Thursday, December 6 at 9:00am in the International Room, MUC.