UNIVERSITY STAFF SENATE EXECUTIVE BOARD MEETING
Magnolia Room, Morris University Center
April 18, 2018 – 9:00am
Approved Minutes

The regular meeting of the University Staff Senate Executive Board was called to order at 9:00am on Thursday, April 18, 2019 in the Magnolia Room of the Morris University Center by Acting President Fricke.

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

APPROVAL OF MINUTES:
The minutes for the March 21, 2019 meeting could not be approved as quorum was not met. They will be placed on the agenda for the May 16 meeting for approval.

GUEST:
Sorin Nastasia was unable to attend and will be rescheduled for a future date.

Dr. Lakesha Butler, President of the Black Faculty and Staff Association and faculty member in the School of Pharmacy, was a guest at the meeting. Introductions were made around the table.

The BFSA Scholarship Gala saw approximately 100 people attend and was considered a success, especially for a first event. They partnered with the Alumni Association, specifically the Black Alumni Association. They raised over $3500, and will award two $750 scholarships to the African American students in Fall 2019.

The BFSA is currently in open nominations for general board members. They have seven seats available: 2 in East St. Louis, 1 in Alton, and 4 in Edwardsville. They have held general meetings every 4th Thursday. Their guest speakers have included the Chancellor, the Provost, and Shirley Portwood. A second newsletter will be coming out in Fall, and they are working on their website content. They have also held monthly social events on the 4th Thursday each month, however they are considering switching to the lunch hour as attendance has been poor. There are several joint initiatives they are working on including the Staff Ombuds and a Refresh-Recharge-Renew Day. They do not yet have a date scheduled for their next Scholarship Gala.

People do not have a good understanding of the different types of staff and who can advocate for them. Professional development is an important issue that has come up, and people are interested in opportunities and continuing those conversations. They have noted the need for mid-level manager evaluations and training, as well as the need for exit interviews and surveys for both faculty and staff to find out why people are leaving.
The floor was opened to questions. The BFSA has a President, Vice President for Faculty, Vice President for Staff, Secretary, Treasurer, Parliamentarian, and seven general board members. Their committees are for events, fundraising, professional development, student engagement, scholarship, communications, and policy analysis. There was a discussion on areas where the Staff Senate and BFSA might be able to collaborate. There was also a discussion about search committees and ensuring representation.

REPORTS:
Staff Senate Banquet was postponed to October 11, 2019 due to low ticket sales. Those who purchased tickets were given the option to refund, hold until October, donate the cost of the ticket to the scholarship fund, or put the cost of the ticket towards the raffle. The drawing for the green parking pass will be held on April 19 in order to allow time for people to respond. The banquet will be held in the conference center as there were no dates available in the ballroom. A thank you will be sent to those who purchased tickets. There will also be a Summer Fun Pack raffle between now and the May 2 Benefits Fair for tickets that cannot be held until the new date. Invitation to the event was sent to both the Announce and Retirees list.

Gretchen Fricke and Mike Pulley were selected as the Staff Senate representatives on the SIU President search. The first meeting has already been scheduled and postponed to May 13, 2019 at the Edwardsville campus.

UNFINISHED BUSINESS:
The Staff Senate rules call for candidates to be notified within 7 days after the election, which is being interpreted to be business days. Notices will be sent to candidates first, and then the unofficial results will be sent to the announce list. 124 people voted in the CSNP elections, 85 in Open Range, and 9 people in East St. Louis; all but East St. Louis is an increase over last elections. All three Administrative Staff positions were filled by acclamation, and no one applied for the Alton position. There was a discussion about supervisor notification as some of the candidates did not appear to have checked with their supervisor first. The group will be invited to the May meeting and are entitled to participate in the June special meeting to vote for officers.

NEW BUSINESS:
Lyle Wayne Mills is leaving the University and has resigned his Senate seat. The Constituency Representative will be directed to fill the vacancy per Senate rules.

ACTION ITEMS:
There will be a special meeting held after the regular June meeting to vote for officers and Constituency Representatives. The June 6 regular meeting will be moved to June 20 in replacement of the Staff Senate Executive Board meeting.

ANNOUNCEMENTS:
The announcements were reviewed as written on the agenda.
There was a discussion about the Faculty and Staff appreciation event with a request for feedback as participation in the activities did not seem to be as much as in previous years. The body moved to go into brief closed session for further discussion.

FUTURE AGENDA ITEMS:
There was a discussion about having Keith Becherer serve a dual role on the Director of Athletics Search Committee as both a department representative and a Staff Senate representative. The body moved to go into a brief closed session for further discussion. There was a review of Staff Senate representation guidelines for search committees.

PUBLIC COMMENT:
There was no public comment

ADJOURNMENT:
The meeting adjourned at 10:30am.

Submitted by Anne Hunter, University Governance
STAFF SENATE EXECUTIVE BOARD
Magnolia Room, Morris University Center
April 18, 2019 – 9:00am
AGENDA

I. CALL TO ORDER
II. APPROVAL OF MINUTES
   a. March 21, 2019
III. GUESTS – Faculty Senate President Sorin Nastasia and Black Faculty & Staff Association
     President Lakesha Butler
IV. REPORTS AND UPDATES
   a. Staff Senate Banquet
V. UNFINISHED BUSINESS
   a. Elections
VI. NEW BUSINESS
VII. ACTION ITEMS
    a. Special Meeting – Officer and Constituency Representative Elections
VIII. ANNOUNCEMENTS
    a. Staff Senate Banquet – October 10, 2019
IX. FUTURE AGENDA ITEMS
X. PUBLIC COMMENT
XI. ADJOURNMENT

Next regularly scheduled meeting will be Thursday, May 16, 2019 at 9:00am in the Magnolia Room, MUC.
Next regularly scheduled Staff Senate meeting will be Thursday, May 2 at 9:00am in the International Room, MUC.
SIUE UNIVERSITY STAFF SENATE
UNOFFICIAL ELECTION RESULTS

Election Information
Elections were conducted starting at noon on Wednesday, April 3. The elections closed at 6 pm on Wednesday, April 10 and the election ballots were rendered usable at that time. Ballots were sent to eligible employees in classifications with contested races and follow up ballots were automatically sent to employees who had not yet voted.

Vote Counting
All elections were conducted electronically using the University’s Qualtrics program. Qualtrics automatically tallies election results. Those results were reviewed on Friday, April 12 by the Chief Election Office and the chair of the Election and Operations Committee, with the University Governance secretary acting as witness. Official tellers’ reports were created and will be submitted for the University Staff Senate.

Notification Process
Section 13 of the University Staff Senate By-Laws state: “The Election Committee will count the ballots and certify the results of the election prior to the May meeting. The Election Committee chair will notify all candidates of the results seven (7) days after the election concludes. Candidates who have been elected will be invited to attend the May meeting of the Staff Senate, at which time the election results will be accepted into the minutes.”

After review of the process by the Executive Committee, all candidate will be notified by Friday, April 19 (seven work days following the election). Vote totals will not be announced at this time.

As part of Old Business in the May meeting, the Chief Election Officer will submit the official tellers’ reports for review and acceptance into the minutes. Such reports do contain vote totals, which will be available for viewing at the meeting and as part of the official report. Once accepted by the Staff Senate, the official results will be announced to the University community.

Unofficial Results
The following employees received the most votes for the classification noted and are presumed to be elected to the Staff Senate for a four-year term. Outcomes marked with an asterisk (*) were uncontested, and the candidates were elected by acclamation, in accordance with the Staff Senate By-Laws.
• **FOUR (4) OPEN SEATS** for the Civil Service: Negotiated and Prevailing classification

• **TWO (2) OPEN SEATS** for the Civil Service: Open Range/Confidential, Managerial, and Supervisory Exclusions classification

• **ONE (1) OPEN SEAT** for the Administrative Staff: Represented classification

• **TWO (2) OPEN SEATS** for the Administrative Staff: Non-Represented classification

• **ONE (1) OPEN SEAT FOR THE EAST ST. LOUIS CAMPUS** representing *either* the Civil Service: Negotiated and Prevailing or Administrative Staff: Represented classification

• **ONE (1) OPEN SEAT FOR THE ALTON CAMPUS** representing *either* the Civil Service: Negotiated and Prevailing or Administrative Staff: Represented classification