UNIVERSITY STAFF SENATE EXECUTIVE BOARD MEETING
Magnolia Room, Morris University Center
May 16, 2019 – 9:00am

Approved Minutes

The regular meeting of the University Staff Senate Executive Board was called to order at 9:00am on Thursday, May 16, 2019 in the Magnolia Room of the Morris University Center by President Elect Toberman.

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

APPROVAL OF MINUTES:
The minutes for the March 21, 2019 meeting were approved as corrected. The minutes for April 18, 2019 were approved as submitted.

REPORTS AND UPDATES:
Schoenborn reported that Open Range has one outstanding issue for a staff member, but the second has a Performance Improvement Plan in place that is going well.

The Dean of Students search committee to replace Jim Klinke have four candidate interviews that start next week. Two of them are local, and two are from a distance. This position will supervise Career Services, Counseling Service, and SOAR. People are encouraged to attend the open forums.

GUEST:
Mike Pulley, SUCSAC Representative, was the guest speaker. He serves under Open Meetings Act rules, however he was asked not to distribute the written version of meeting documents. He represents all Civil Service employees, but he also considers Administrative Staff. The HR group is an unofficial adviser. EAC is a required adviser to make sure the Act is upheld.

The ability for universities to furlough has passed into permanent law. Under the guidelines, an employee can be furloughed up to 15 days in a fiscal year.

There are two big items coming up that need feedback before the end of the month. The HR group is trying to allow a new classification for employees hired with soft funds, primarily grants. The Systems Office wants a two-year probationary period, giving those employees no rights under Civil Service. Most contracts are 18 months, but the SUCSAC HR group wants to extend that to be indefinite so that anyone on soft funds is not guaranteed a job. This will be going to the SUCSAC Executive Committee at their June meeting. EAC was in some support for an extended probationary period, but the general consensus is that there is no support for the change. There is no reason many of these classifications
could not have rights under Civil Service. The HR group has been pushing for specialty jobs, but they could be using specialty factors instead.

There was a discussion on the topic which included agreement with the idea that it should be about classification rather than funding source and that probation should be about performance and not funding. There have been Civil Service audit findings because some were hired as Administrative Staff instead of Civil Service, and in some of those cases the audit findings were ignored so the employer would be able to fire employees. While the issue says it is only for new hires, any application to a new job could remove existing rights. These employees retire on SURS and pay into it, but they have no rights and are considered at-will employees.

Some Professional Staff positions are being looked at to convert to Civil Service. Anything that was an audit finding in the past will be the first target for conversion. Human Resources tells the supervisor to inform the employee, but information is not being provided on what it means. Supervisors do not know who is targeted. Pulley was unaware of any situations where an employee ends up with less after a conversion, but the Systems Office does not necessarily agree with that as Civil Service sets the minimum.

Phase One was for positions with previous audits, but Phase Two will look at all Administrative Staff positions. The Exemption Procedures Manual was redone to make it harder to misclassify a position, and Phase Two will run all positions through the guidelines in the manual.

Some campuses separate Civil Service and Administrative Staff in recruitment, but some have quit doing that in an effort to change perceptions. This will be recommended to SIUE Human Resources to help with attitudes toward staff.

There was a discussion about residency requirements, which is only required during the probationary period. Nothing in the current law requires residency, and legislators are the ones fighting for it. Pulley shared that there is also a press to make it easier to remove a Civil Service employee. The existing process is not difficult, but it requires the supervisor to put in work to make sure it is done properly.

UNFINISHED BUSINESS:
The Ombuds ad hoc committee will be reporting this month, but no information is currently available.

NEW BUSINESS:
There was a discussion on the request for a letter of support from the ICAC. There is more information on what they were asking for, primarily letters to encourage extra state funding. Discussion topics included the new director, overall student fees, win/loss records, and where the funds would come from. White moved to table the discussion indefinitely, which was seconded by Cobetto. There was no further discussion, and the motion passed.

The CSNP5 vacancy is still open, however there have not been discussions yet on possible replacements for the position.
ANNOUNCEMENTS:
The announcements were reviewed as written on the agenda.

A poll will be coming out to plan for the July Staff Senate Retreat.

Pulley shared that he can take a contingent to Urbana to visit the Systems Office, which would take a full day.

FUTURE AGENDA ITEMS:
The discussion about inclement weather concerns and building issues was suggested for the July Executive Board meeting.

There was a discussion about the Executive Board using information in reports more effectively. Charges for people assigned to search committees was also discussed as there is a need to define that they are representing Staff Senate and not their departments.

PUBLIC COMMENT:
There was no public comment

ADJOURNMENT:
The meeting adjourned at 10:20am.

Submitted by Anne Hunter, University Governance
I. CALL TO ORDER
II. APPROVAL OF MINUTES
   a. March 21, 2019
   b. April 18, 2019
III. GUESTS
     a. Mike Pulley
IV. REPORTS AND UPDATES
V. UNFINISHED BUSINESS
VI. NEW BUSINESS
     a. ICAC Letter of Support
     b. Vacancy – CSNP5
VII. ACTION ITEMS
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, June 20, 2019 at 9:00am in the International Room, MUC.
Next regularly scheduled Staff Senate meeting will be Thursday, June 20 at 9:00am in the International Room, MUC.