UNIVERSITY STAFF SENATE EXECUTIVE BOARD MEETING
Zoom Meeting ID 962-6069-8375
June 18, 2020 – 9:00am
Approved Minutes

The regular meeting of the University Staff Senate Executive Board was called to order at 9:00am on Thursday, June 18, 2020 via Zoom by President Toberman.

Present: Ian Toberman, David Balai, Gretchen Fricke, Angela White, Cindy Cobetto, Domonique Crosby, Mark Ferrell, Melanie Schoenborn, Anne Hunter (ex officio)
Absent: Collin Van Meter
Guest: Bill Wiedler

APPROVAL OF MINUTES:
The minutes for the May 21, 2020 meeting were approved as corrected. The minutes for the June 3, 2020 special meeting were approved as submitted.

REPORTS AND UPDATES:
The Public Relations Committee is working on a news article for the Staff Senate focused on the scholarship winners.

A written report was submitted by Mike Pulley as the State Universities Civil Service Advisory Committee (SUCSAC) representative and is attached.

Schoenborn reported that Dr. Elisabeth Pankl was selected as the new Dean of Library and Information Services and will start in August.

The Vice Chancellor for Administration Search Committee is waiting on feedback from the Chancellor to determine whether to wait until in-person interviews can be held or to continue remotely.

Balai has set up regular meetings for the Past President, President, and President-Elect. He is looking at committee appointments.

Fricke was recognized for her contributions to the Staff Senate.

There were no other reports.

UNFINISHED BUSINESS:
Chancellor Pembrook responded to Toberman the day after the statement from the Executive Board was sent, and a town hall for staff was setup as a result. Feedback on the town hall was requested and discussed. For Student Affairs some of the information was redundant, but feedback for those under Vice Chancellor Rich Walker was positive and questions were answered. Having direct communication is more desirable than a slow trickle of emails. It was noted that the town hall was a good start, even though it would have been more beneficial a few weeks prior. Toberman stated that he felt there has been a realization that people do not need to be on campus all the time.
There was a discussion about the mask policy. While procedurally correct, the cultural point is that police should not be the ones to intervene on a regular basis. The Senate will continue to advocate that point.

Human Resources has approved all work-from-home requests, and the HR approval requirement has been removed leaving it up to supervisors and departments. Concerns about cleaning schedules were also discussed.

Existing vacancies were acknowledged and will continue to be considered.

**NEW BUSINESS:**
The CSNP 2 position held by Ferrell will be vacant beginning July 1 when he assumes the President-Elect position. Jennifer Zurliene is being transferred to the Edwardsville campus, which will vacate her current ESL CSNP/ASRP position. It was recommended that Zurliene fill the CSNP 2 position as it has the same term as her current position.

Toberman reported that the Diversity Council will be on pause through the summer and will likely go through another change. An Anti-Racism Task Force was established for SIUE. There was a discussion about diversity and racism on campus and what staff can do to be a part of these conversations, including a potential statement from the Staff Senate.

**ACTION ITEMS:**
There were no action items.

**ANNOUNCEMENTS:**
University Governance will be operating remotely through at least the first week of August.

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

**PUBLIC COMMENT:**
Toberman was recognized for his work as President. Fricke was thanked for her extended term.

**ADJOURNMENT:**
The meeting adjourned at 9:54 am.

Submitted by Anne Hunter, University Governance
STAFF SENATE EXECUTIVE BOARD
Zoom Meeting ID: 962-6096-8375
June 18, 2020 – 9:00am
AGENDA

I. CALL TO ORDER
II. APPROVAL OF MINUTES
III. REPORTS AND UPDATES
IV. UNFINISHED BUSINESS
   a. SSEB Statement/Return to Work Issues
   b. CSNP8 Vacancy
   c. CSOR1 Vacancy
V. NEW BUSINESS
   a. CSNP2 and ESL CSNP/ASRP Vacancies
   b. Staff Senate Diversity Planning
   c. Diversity Council
VI. ACTION ITEMS
VII. ANNOUNCEMENTS
VIII. FUTURE AGENDA ITEMS
IX. PUBLIC COMMENT
X. ADJOURNMENT
Report from Michael Pulley, SIUE State Universities Civil Service Advisory Committee Representative for the June 18, 2020 SSEB.

- March: Emergency rules are initially considered by SUCSS related to 250.90 (probationary period extension) and 250.160. The Rule allows the campus to reassign current staff to positions/duties that may be outside of their standard classification (250.160(c)(1)) or to order ‘an employee to absent himself from work without reference to the layoff provisions’ (250.160(d)). If there is a necessity to hire additional staff SUCSS would expect that the campus follows standard Extra Help hiring provisions and/or select names from an appropriate employment register to initiate the contact for the short-term position, as well as the provisions of §250.160(c)(2).

- April 22nd: The Emergency Rule for the Probationary Period extension is on the SUCSS website. Section 7(C) was changed, a requirement of JCAR. JCAR indicated they are providing this language in other emergency rules related to the COVID situation. The rule will be effective from March 15, 2020 - September 6, 2020. https://www.sucss.illinois.gov/pages/sar/Report.aspx?tblManuals_RulesID=12&kw=

- April 23rd: SUCSAC Meeting: Since a physical quorum was not possible due to the COVID-19 restrictions, the April SUCSAC meeting was informational only.

- May 14th: Merit Board Meeting, two topics of potential interest. The minutes from this meeting will be posted to the SUCSS website.

  Update on emergency rulemaking to Section 250.90 of the Code (80 Ill. Adm. Code §250.90) regarding the extension of probationary periods.

  Update on proposed rulemaking to Section 250.110 of the Code (80 Ill. Adm. Code §250.110) regarding the discharge language

- June: Jill Odom, Chair of SUCSAC requested an emergency Executive Committee meeting to address the sections of SUCSAC’s constitution and by-laws that require a physical quorum. The Open Meetings Act also requires a physical quorum, but the OMA has been relaxed by executive order. I called an Executive Committee meeting on June 11, 2020 where a motion passed unanimously to temporarily suspend Article VI Section 1.2 and 1.3 until SUCSAC is able to return to in-person meetings as determined by Illinois Department of Public Health guidelines and lifting of university travel restrictions.

- July: The July SUCSAC meeting is tentatively scheduled for July 17th via Zoom. All SUCSS and SUCSAC meeting information will be posted to the SUCSS website in compliance with the Open Meetings Act.