The regular meeting of the University Staff Senate Executive Board was called to order at 9:03am on Thursday, August 27, 2020 via Zoom by President Balai.

Present: David Balai, Mark Ferrell, Ian Toberman, Angela White, Domonique Crosby, Denyse Anderson, Cindy Cobetto, Anne Hunter (ex officio)
Absent: Melanie Schoenborn
Guest: Anne Cavanaugh, Jared Loyd

APPROVAL OF MINUTES:
The minutes for the July 16, 2020 meeting were approved as written.

AMENDMENT TO AGENDA:
A motion was made and seconded to add the ratification of a SIU System Strategic Planning Committee appointment to the agenda, and it was approved unanimously.

REPORTS AND UPDATES:
Ferrell reported that the Vice Chancellor for Administration Search Committee turned in recommendations and an announcement will be made soon.

Crosby now has access to Treasurer accounts.

White reported that new promotional items will need to be purchased soon. The tumblers are difficult to deliver in campus mail, so suggestions are being accepted. Ideas will be presented at the next Staff Senate meeting.

Anderson reported that she will be sending out messages to try and fill vacancies.

Balai shared requests from the Chancellor, including appointments to the Discuss List Task Force and the System Strategic Planning Committee. The Chancellor thanked the community for flexibility and grace. Work-from-home requests have been granted, and only a rumor of one denied request has been heard. Parking is looking at adding more metered spaces since many students are not on campus, and they are also looking at offering bulk individual day passes. Resident students on campus are down about 600, mainly upper-class students. A request for a staff discuss list was passed on, however there was only agreement for a blast-type listserv. Saliva testing for community-wide COVID-19 testing is still behind schedule by about 2-3 months, however testing is available on campus with an appointment for no out-of-pocket cost. Concerns with Student Affairs hiring processes will be looked into. State funding will be finalized in November once the graduated income tax measure has been voted on, however the University is trying to preserve positions and keep everyone employed. The System Strategic Planning Committee will be a likely source of fund reallocation by increasing funding in specific areas. Counseling and Health Services fees will be flat despite a request for a fund increase. The Graduate Council is close
to wrapping up work on the R2 Committee, and they are trying to bring students together wherever possible to do so safely.

There were no other reports.

**UNFINISHED BUSINESS:**
Vacant positions were acknowledged.

Charges to Staff Senate committees were finalized and are available in SharePoint and are attached.

**NEW BUSINESS:**
Balai presented Bill Dusenbery, Tony Fearon, and Mark Ferrell as appointments to the Discuss List Task Force. The Chancellor requested three names, and one will be selected for the committee. White stated a concern that requests for volunteers are not being sent out to the Staff Senate and asked that appointment time frames be brought up at the next constituency head meeting so that more notice can be given when requesting appointments. Anderson noted that a request for volunteers for this task force was sent to the Staff Senate listserv. A motion and second was made to approve the appointments, and it was approved unanimously.

Domonique Crosby, Collin Van Meter, and Ian Toberman were presented as appointments to the SIU System Strategic Planning Committee. Three names were requested, and the Chancellor will select one to serve on the committee. A motion was made and seconded to approve the nominations, and it was approved unanimously.

Brittany Logan is no longer with the University, therefore her CSNP 5 Senate seat is now vacant.

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

**ANNOUNCEMENTS:**
Announcements were reviewed as listed on the agenda. White was thanked for her work on the press release about Summer scholarship winners. There is a movement to have a system-wide advisory committee to the system President and Board of Trustees. The Fall scholarship application period is open until September 8, and a reminder was sent to both the Announce and Retirees list.

**FUTURE AGENDA ITEMS:**
Staff Senate promotional item options will be presented to the Staff Senate.

**PUBLIC COMMENT:**
Jared Loyd was recognized as the new Staff Senate representative on the Intercollegiate Athletics Committee (ICAC).

**ADJOURNMENT:**
The meeting adjourned at 9:57 am.

Submitted by Anne Hunter, University Governance
STAFF SENATE EXECUTIVE BOARD
Zoom Meeting ID: 962-6096-8375, Password: chimega
https://siue.zoom.us/j/96260968375
August 27, 2020 – 9:00am
AGENDA

I. CALL TO ORDER
II. APPROVAL OF MINUTES
III. REPORTS AND UPDATES
IV. UNFINISHED BUSINESS
   a. CSNP8 Vacancy (through 2021)
   b. CSOR1 Vacancy (through 2023)
   c. ESL CSNP/ASRP Vacancy (through 2023)
   d. Committee Charges
V. NEW BUSINESS
   a. Ratification of Appointments
      i. Discuss List Task Force
      ii. System Strategic Planning Committee
   b. CSNPS Vacancy (through 2021)

VI. ACTION ITEMS

VII. ANNOUNCEMENTS
   a. Board of Trustees Meeting – September 17, 2021

VIII. FUTURE AGENDA ITEMS

IX. PUBLIC COMMENT

X. ADJOURNMENT
July 9, 2020

To the Diversity Initiatives committee of the University Staff Senate, SIUE, a charge from the president of the University Staff Senate.

As a member of the Diversity Initiatives Committee, (from the retreat in 2019) you are responsible for creating and promoting programs, training, and employee development in regard to diversity, inclusion, and cultural competency. The Diversity Initiatives committee is expected to work with the initiatives from the University Diversity Council to

- Improve diversity and inclusion
- Equitable policy enforcement across campus
- Staff senate sponsored Diversity and Inclusion event

To this list, I would add these items as follows:

- Partner with the policy review committee to research policies that exist or will exist, that promote racism or inequality.
- Lead our planning on involving staff senate in Diversity Day and other campus diversity events, or research holding a staff senate diversity event
- Partner with the Public Relations Committee to put out our message and ask for feedback.
August 24, 2020

To the Elections and Operations Committee of the University Staff Senate, a charge from the president of the University Staff Senate.

The Elections and Operations Committee handles elections of members to the staff senate, or any other voting procedure as directed by the president. It is charged with proposing changes to the constitution and bylaws when necessary as well as operating papers of Senate-created bodies or other governance structures. Along with this the following is under your charge:

- Run a successful election for the upcoming term
- Research doing in person and virtual meetings congruently
August 24, 2020

To the Fundraising Committee of the University Staff Senate, a charge from the president of the University Staff Senate.

The Fundraising Committee is responsible for leading the senate in acquisition of funds to support our various scholarships and to fund our operations. Due to the pandemic, events that we have had in the past are undoable. Because of this reason, the Fundraising Committee is charged with leading the discussion on finding new ways of raising money that can be done safely and effectively. Please work to find the means to continue to support the scholarships that will benefit our staff and their families.
August 24, 2020

To the Policy Review Committee, University Staff Senate, SIUE, a charge from the President of the University Staff Senate.

The Policy Review Committee is charged with reviewing policies that affect staff employed by the university. Previously, this committee has worked on these policy issues as follows and many more not listed:

- Relationships between management and staff
- Relationships between staff and HR
- Benefits
- Use of benefits without repercussions
- PDQ

The Policy Review Committee is charged with continuing to work on these issues. Also, please be engaged with the following policies:

- Covid-19 policies as it affects staff in multiple ways (work from home, travel guidelines, PPE, quarantine, paid and unpaid time off, etc).
- Partner with the Diversity Initiatives Committee to ensure the equitable policy enforcement and the equitable treatment of all people across campus.
August 24, 2020

To the Public Relations Committee of the University Staff Senate, a charge from the president of the University Staff Senate.

The Public Relations Committee promotes the Senate, advertises our programs and events, welcomes new employees, and lets the campus community know who we are. Continue to utilize media platforms to get our message out. Work with our other Staff Senate Committees to establish our presence in these areas as follows:

- Diversity Initiatives and Diversity Day.
- Scholarship opportunities
- Scholarship awardees
- Fundraising
- Elections of staff members to the Senate
- Senate programs and events
August 24, 2020

To the Scholarship Committee of the University Staff Senate, a charge from the president of the University Staff Senate.

The Scholarship Committee administers the scholarships that are offered on behalf of the Staff Senate. Please continue to support and promote its operations. See to it that the scholarship process is fair and impartial. Continue to work with the Public Relations Committee to advertise the opportunities and the Awardees.