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2015

Meeting Minutes

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8-11-2015

August 11, 2015

Civil Service Council

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**Civil Service Council Minutes**  
**August 11, 2015**  
**Rathskeller Loft, University Union**  
**8:30 am**

Members Present:

Angie Campbell, Rhonda Nichols, Cay Kolling, Michelle Morgan, John Sigler, Anthony Redding, Jenny Stout, Melissa Gordon, Dan Crews, Laura Smith, Ryan Siegel, Lionel Sanders.

Member's Absent:

Bryan Callaway, Donna Noffke, Kelly Simmonds.

Guests Present:

Richard Enyard, Director of Human Resources; Paul McCann, Interim Vice President of Business Affairs; Tim Zimmer, Director of Facilities Planning & Management; Vance Woods, EAC Representative.

- I. Meeting was called to order at 8:30 am by President Campbell.
- II. July minutes were approved electronically on August 4, 2015.
- III. Treasurer Report
  - A. Scholarship balance is \$14,348.23.
  - B. No budget determined yet.
- IV. EAC Representative – Vance Woods
  - A. Had first meeting of University of Illinois at Chicago in July.
  - B. New executive director search underway since Tom Morelock retired. Bruce Finne is interim.
  - C. Rule of 3 change – changing to top 3 scores – on Governor's desk waiting approval.
  - D. Limiting language – sets precedence that all would like to be removed.
  - E. Next meeting at Illinois State University on Oct 14.
- V. Old Business-No updates.
  - A. Election Committee – Sigler (Chair), Campbell, Gordon, Redding, Siegel
  - B. Personnel Committee – Nichols (Chair), Campbell, Kolling, Gordon, Hinton, Sigler
  - C. Public Relations –Crews (Co-Chair), Smith (Co-Chair), Callaway, Gordon, Noffke, Siegel, Simmonds
  - D. Scholarship committee – Morgan (Chair), Campbell, Gordon, Noffke, Sigler, Smith
- VI. New business
  - A. An amount for the FY16 Civil Scholarship award needs to be decided. Our spring award was \$350. We currently have \$425.44 available. Angie Campbell made a motion to give \$350, Cay Kolling second the motion. All in favor, none opposed. Motion carried.
  - B. Dan Crews asked if we wanted to do the mum sales again this year to raise money for the scholarship. Cay Kolling made a motion to continue with the sales as long as we begin by Sept 1, Melissa Gordon second the motion. All in favor, none opposed. Motion carried. Final sales price will be determined when cost is finalized.
  - C. Angie Campbell received an email from a concerned employee regarding the fact that UPD was only offering a fall parking pass instead of the normal yearly pass due to the uncertainty of the layoffs. Paul was unaware of this situation. However, UPD had been notified and the situation remedied-parking pass sales

are as normal. Anyone that had purchased fall passes only are being contacted by UPD and offered the yearly pass.

D. HR update

- a. Systems office is looking at the possibility of eliminating the typing test due to issues with administrating.
- b. Systems office will be sending a survey out concerning the office clerk series. They ask that if you receive the survey to please take the time to complete it.
- c. Hosting conference October 14/15 for more publicity for EIU.

E. VPBA Update

- a. Layoff plans are almost finalized. President Glassman is reviewing recommendations of the vice presidents. Hoping to release information to campus next week and notify those affected. Civil Service rules will be followed. Human Resources and direct supervisor will notify employees.
- b. Still considering the early retirement possibilities. If one is offered, it will be offered to all employees.
- c. Cay Kolling – How many of the 29 UPI annually contracts are returning?  
Paul McCann – so far 22 of the 29 have notified us that they plan to return. Could be a few more due to extenuating circumstances.
- d. Angie Campbell – Many comments/concerns were made over the fact that the faculty 1.5% raise was \$1.1 million and to give the staff a 1% raise was only going to cost \$60,000. And staff have been denied a raise three years in a row.  
Paul McCann - no comment other than we are struggling.
- e. Enrollment – was hoping it would remain flat but looks like it could be down 2% for the freshman class. Overall enrollment will be down – as much as 5% - due to large graduating class and smaller incoming freshman class.
- f. Budget – lots of talk and no action with the state. Tuition dollars will help carry us until budget finalized.
- g. Laura Smith – How many employees will be affected by the layoffs?  
Paul McCann – a significant amount – between 0 and 200 best estimate.
- h. Angie Campbell – Rumor was that the employees being laid off would be notified by certified mail. Is this true?  
Paul McCann – No. All employees affected will be notified in person by their direct supervisor and HR.
- i. Cay Kolling – What is the impact of the MAP money?  
Paul McCann – MAP money will be honored.

VII. Motion to Adjourn (Kolling/ Siegel). The meeting was adjourned at 09:20 am.

Upcoming Meetings:

September 8, 2015 7<sup>th</sup> Street Underground Loft

October 13, 2015 7<sup>th</sup> Street Underground Loft

November 10, 2015 7<sup>th</sup> Street Underground Loft

December 8, 2015 7<sup>th</sup> Street Underground Loft

All non-negotiated Civil Service employees are welcome and encouraged to attend.