Civil Service Council

Minutes

August 9, 2022

8:30 a.m.

The Loft in 7th Street Underground

Angie Campbell, Paul McCann, Josh Reinhart, Aaron Allison, Phil Kousma, Matt Bierman, Crystal Brown, Tony Craven, April Nance, Linda Holloway, Carrie Gossett, Kristen Hupp, Ke’An Armstrong.

1. Call to Order

Angie called the meeting to order at 8:31 a.m.

1. Approval of July Minutes  
   Paul requested to change “agenda” to “minutes” in the July minutes. That is the only change. Aaron motioned, Ke’an seconded to approve. Motion to approve minutes carries.
2. \*Discuss changing date of November 8, 2022 meeting (Election Day, EIU Holiday)
   1. Motion to approve new date (Aaron, Phil) motion, approval.
3. Committee Assignments

***Election –*** Campbell, Gossett, Hurst, Morgan

***Personnel*** – Campbell, Gossett, Morgan

***Public Relations –*** Allison, Armstrong, Gossett, Reinhart, Partlow, Kousma, Warner-Boyer

***(Anyone interested in serving on the PR committee is encouraged to reach out to Carrie Gossett)***

***Scholarship*** – Established *June 22, 2007* – Campbell, Gossett, Morgan, Stout, Warner-Boyer  
-- Treasurer’s Report ($28,340.22 in Endowment Fund as of 8/4/22)

1. VPBA Updates
   1. COVID Updates  
      Matt Bierman -- Testing is no longer required, EIU ordered 5,000 rapid tests. Central Stores and Housing and Dining have them if needed. Linda shared that the Administrative leave clause sunsetted July 27.
   2. CDB/Campus Projects Update  
      Booth Library steps continue, East side should open soon, west side needs waterproofing work. Stevenson lot will no longer be sealed or striped before classes start—pushed to September. Will take about 12 weeks. Life Science Building project continues, second and first floor releases coming in September, end of semester, respectively. Paul said we’re doing a bit of waterproofing on the north side of Stevenson tower.
   3. Presidential Search Updates  
      Per Matt the search firm and committee have been selected.
   4. Other
      1. Paul: Monkeypox—we are planning a campus communication about what it is, what we can expect if we see it on campus. Being overly cautious here, not a high level of concern per Matt.
2. HR Updates
   1. Years of Service Reminder -- November 17, 2022
   2. Newsletter Reminder – Linda mentioned it at last staff meeting but it hasn’t been started yet.
   3. Other – Failed search for employee and labor director relations. A new search will begin. Angie asked about the sick leave bank – the sick leave bank has been taken out for this year. HR is getting up to speed on sick bank protocol with new staff members.
3. Old Business
   1. Remote Work Policy – Paul said it’s still being discussed but something will be moving forward on it in the future.
   2. Scholarship Award Update – Paul is working with Kaitlyn to merge the account to make it a one-lump-sum award.
   3. Strategic Planning Update   
      Partner and public surveys being created and vetted. Expect to offer them when faculty return. After external stakeholder outreach, work will begin to put together internal surveys and stakeholder feedback forums.
4. New Business
   1. JumpStart Service Day August 20 – Angie shared details on the event.
   2. Status of Raises (10th Day is Friday, September 2) – Still waiting on 10th Day numbers. Paul shared that we are still anticipating a positive number.
   3. EAC Updates  
      Tony – EAC meeting July 21. EIU audit information will be requested in January. If there’s issues the systems office should know about, let Tony know as soon as possible. If there are any questions about hiring process or desk audits Tony can help too. Statewide EAC reps are putting together a report for the systems office to address alleged deviance from hiring process protocol. Civil Service HR process for vetting candidates is undergoing a substantial change but the process will not necessarily clear the EIU registers. The process takes a while because each of the people on the register must be contacted to alert them to the change. Linda said that information can be shared in a future email and/or newsletter issue. There is some hope that these changes will speed up the process.   
        
      Other: Mover’s backlog (Angie). We are working to overcome what has allegedly been reported as a 7-month backlog for item pickup. Trying to determine where those exist.

Meeting adjourned at 9:03 a.m. (Motion: Ke’an, second: Phil)

**AY2022-23 Meetings**

* September 13
* October 11
* November 8\*
* December 13
* January 10
* February 14
* March 14
* April 11
* May 9
* June 13