Civil Service Council

MINUTES

October 12, 2021

8:30 a.m.

Teams Meeting (Virtual)

[Join Microsoft Teams Meeting](https://teams.microsoft.com/dl/launcher/launcher.html?url=%2F_%23%2Fl%2Fmeetup-join%2F19%3Ameeting_NDk5MWM3NzUtYzVlYy00ODgyLTgzNTAtZjVkNGQwOTllNWJh%40thread.v2%2F0%3Fcontext%3D%257b%2522Tid%2522%253a%2522616ae545-5db6-48ed-9651-732703b94552%2522%252c%2522Oid%2522%253a%252219623d9b-f1b4-47ea-aefa-f6405ab40f0a%2522%257d%26anon%3Dtrue&type=meetup-join&deeplinkId=bd3445d0-b1b4-480f-b315-1081211210e4&directDl=true&msLaunch=true&enableMobilePage=true&suppressPrompt=true)

**Roll Call List:**

Ke’an Armstrong

Carrie Gossett

Michelle Morgan

Josh Reinhart

Jenny Stout

Aaron Allison

Mindy Hurst

Becky Shew

Jo Anne Thill

Angie Campbell

Beth Gillespie

Lindsay Partlow

1. Call to Order
Angie C. called the meeting to order at 8:31 a.m.
2. Approval of September Minutes
Josh R. shared that the minutes were mislabeled in the Files tab as “agenda” in the draft, but that the correction was made to label them “minutes” prior to the beginning of today’s meeting. September minutes were then approved, with all present members voting yes.
3. Committee Assignments

***Election –*** Campbell, Gossett, Deters, Morgan

***Personnel*** – Campbell, Gossett, Morgan, Thill, Gillespie

***Public Relations –*** Allison, Armstrong, Gossett, Reinhart, Shew, Thill, Partlow

***Scholarship*** – Established *June 22, 2007* – Campbell, Gossett, Morgan, Stout
-- Treasurer’s Report ($28,092.00 in Endowment Fund as of 10/4/21)

1. Old Business
	1. COVID Updates
	Sean R. shared that EIU is up to 78% on employee vaccination rates. Students are just under 75%. Students have been getting tested more regularly with better communication from EIU regarding testing practices. Students and employees can have outside testing approved so long as it’s the PCR test.
	2. Homecoming; Blu-B-Q
	Angie C. shared that Blu-B-Q will take place Wednesday, October 20 from 11 a.m. to 1 p.m. in the Doudna concourse (not McAfee) this year.
	3. 2021-22 Fundraiser Update from PR Committee
	Carrie G. is working with Christy Kilgore on a flyer to overcome some font issues but progress is being made. Carrie also contacted the business office to get the digital storefront ready. EIU is ordering 60 (at $20 sell price) – cost to EIU is $8/piece with a small additional charge for a protective photo cover. Committee is exploring to see if we can sell these pieces in the bookstore. Ke’an A. is checking with Steve Rich to see if we can get details to the Alumni Association and commencement participants.
	4. Flu Shot Clinic October 27 South Quad
	Angie C. shared that flu shots will take place October 27 in the south quad, outside. This is a change in typical location from the bridge lounge.
	5. Staff Senate Representation
	Angie C. asked to gather feedback about how non-negotiated employees should be represented on Staff Senate. To achieve quorum, the Senate is looking at assembling a smaller committee, so representation is being adjusted. Angie reviewed the initial structuration and provided an overview of where the senate stands now regarding employee representation. Additional details about the structuration of the 18 members is available in more detail in the meeting’s live transcript service. (Details begin at approximately 8:42 a.m. in the transcript feed). Angie asked for thoughts, ideas and recommendations. Crystal B. liked the at-large approach provided that elections are more widely publicized. Angie agreed but shared concerns about the feedback loop and how the feedback is being collected and administered. Michelle M. also suggested a districting approach may be helpful. Additionally, some thought is needed behind how the group should grow or lessen based on the number of students – more students meant better representation and more interest. With the number of students we have now, it may be helpful to reconsider the approach of representation on the whole. Beth G. suggested building in an absence clause – i.e. anyone consistently not showing up can not properly represent their constituents.
	6. Years of Service Updates
	Linda H. shared that discussions still need to take place on this topic. COVID has interrupted routine process, and past years have been hit or miss because of the budget impasse as well. Overall, it has been inconsistent as of late. Interest and attendance began to dwindle when the event switched from a dinner event to a dessert soiree. There is interest from the employee group(s) in some kind of public/organizational acknowledgement.
	7. Reminders—October Trainings
	Angie C. shared that October trainings are quickly coming due. Ethics, Harassment and Discrimination are all due by the end of the month.
	8. Recycling Program Update
	Per Angie C., last month we talked about developing a communication for the campus so people are aware of the current status of the recycling program at EIU. Libby shared in the chat that There is a class that for a project they are doing a recycling event on Homecoming.  Maybe we can use that to kick it off campus wide? Sean R. sent a request to FPM but we haven’t seen anything come from that yet. He will follow up.
	9. Employee Pay Raises
	Angie C. again reiterated the frustrations of the non-negotiated employee group and the lack of movement on pay raises for this group. Sean R. shared that the University is moving as quickly as possible, and as fairly and equitably as possible. It is an ongoing point of discussion between the VPBA and President’s Offices, as well as in PC.
2. New Business
	1. SOTU University Goals Overview/Review
		1. Improving the aesthetic and functionality of the campus
		2. Continued focus on student success
		3. Strong focus on student recruitment
		4. Greater commitment to diversity, equity and inclusion
		5. Encourage reengagement following COVID-19 pandemic

		Angie C. shared that the President’s contract is up in June of 2022. He will seek a one-year extension through June of 2023, allowing the University adequate time to identify its next President. Angie then reviewed the five major goals of the SOTU delivery. A new awards program will officially begin next year but some recipients were awarded this year.
	2. EIU RISE Conference October 15
	Per Angie C. the conference is this Friday during Fall Break, so perhaps more individuals can participate this fall than in the past.
	3. Naming Committee Updates
	Angie C. shared that the committee is meeting again for the first time since the September 10 board meeting. Josh R. shared that a website is being developed to collect name suggestions and should be made public soon.
	4. CDB/Campus Projects Update
	Per Sean R., the projects are moving along but has no specific updates regarding their current status. EIU has mobilized and started work in addition to the CDB projects at McAfee and in moving the science building through the design process. Early stages of the design process for the new science building are ongoing, and we've also started work and the donor-funded new women's basketball locker room.
	5. HR Updates
	Linda H. shared that Ethics Training is available and needs to be done, and also shared that the Sexual Harassment training is rather long, so employees should plan ahead. Restaffing is taking place, other staffing issues are being addressed in the HR Office.
	6. EAC Updates
	Tony Craven not on today’s meeting, but Angie C. encouraged anyone with questions or concerns to reach out to Tony.
	7. Other Questions or Concerns/Open Discussion (for topics not listed in agenda)
	Open House was held yesterday. Josh R. shared anecdotally that conversations with Josh Norman and Leon Mire indicated that the event(s) went well.
	8. Other VPBA Updates
	Per Paul M., IBHE meeting is scheduled for October 28. That meeting will give us insight on budget, EIU is planning on asking for a 5% increase. More detail will be shared when additional information is available.

	Gift Day – Angie C. asked about this again and provided institutional dates and total numbers for reference on how Gift Days (or administrative closure days) are being observed at other institutions. She will share that information with EIU administration.

	Amy Morris asked a question in the chat about Shield testing over fall break. Sean R. shared that students who are on campus will need to be tested if they stay on campus. Each VP will account for employees who may or may not be on campus over the break as well.

	Michelle M. made the motion to adjourn at 9:25 a.m. Meeting adjourned.

**Remaining 2021-22 Meetings**

* December 14
* January 11
* February 8
* March 8
* April 12
* May 10
* June 14