Civil Service Council

Agenda

July 12, 2022

8:30 a.m.

The Loft in 7th Street Underground

Attendees: Josh Reinhart, Aaron Allison, Libby Warner, Angie Campbell, Michelle Morgan, Ke’An Armstrong, Mindy Hurst, Lindsay Partlow, Crystal Brown, Paul McCann, Matt Bierman, April Nance, Linda Holloway

1. Call to Order   
   *Angie called the meeting to order at 8:33a.*
2. Approval of June Minutes  
   *Michelle motioned, Josh seconded. Unanimous approval of minutes.*
3. Committee Assignments  
   *Angie will follow up with Todd on committee assignments. Michelle shared endowment fund info with executive committee.*

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

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

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

***Scholarship*** – Established *June 22, 2007* – Campbell, Gossett, Morgan, Stout, Warner-Boyer  
-- Treasurer’s Report ($28,320.18 in Endowment Fund as of 7/6/22)

1. VPBA Updates
   1. COVID Testing Updates  
      *Paul shared that EIU is moving away from Shield testing to voluntary reporting; mass email went out yesterday (July 11). EIU is waiting to see what Springfield says about testing policy in the future.*
   2. Reminder of COVID-19 Paid Administrative Leave program  
      <https://www.eiu.edu/humanres/benefits/COVIDPaidLeave.php>.
   3. CDB/Campus Projects Update  
      *Steps are coming along at Booth Library, materials are here for the project. Life Sciences Building is still in progress, hopefully to be done by the end of calendar year. EIU is working through some design issues on that. Scaffolding and all work done on McAfee with working clock. Lot X was striped last weekend. Stevenson South lot to be patched, seal-coated and lined prior to start of classes. Not much movement on Andrews lot at the moment, waiting on engineer discussions. Student Services elevator working again. Paul introduced Matt and we did introductions. There was a discussion on having benefits restored for those with appropriate vaccination exemptions and timelines.*
   4. Presidential Search Updates  
      *BOT approved a vendor for presidential search, committee has been identified with notices going out to potential members soon (approximately 18).*
   5. Other  
      *Preliminary budget for University has been developed. We are working on a process to get that out to the VP areas to allocate funds. We’ll need to wait until after 10th day to see where we sit on final numbers. Enrollment looks good right now, looking at a +900 on enrollment. Deposits are up and international enrollment is looking good but we need to wait to see the final numbers.   
      Matt is on Day 6 – he is currently acclimating to EIU and learning people, systems and processes at the moment.*
2. HR Updates
   1. Employment Search Updates
      1. *Director of Employee and Labor Relations Candidate Visits July 19, 20  
         Linda provided details on the open sessions in Booth Library at 10a on both days.*
   2. Years of Service  
      *Looking at November 17, 2022. All VPs seem to be available at that time at the moment. Lindsay asked about the status of desk audit, Linda indicated HR is catching up and they hope to address that soon. Linda and Angie discussed updating the newsletter on position changes since there are limited external candidates at the moment. HR will provide details for the online newsletter and we hope to bring that back in August.*
3. Old Business
   1. Remote Work Policy  
      *Paul shared discussions were ongoing, no resolution yet.*
   2. Scholarship Award Update  
      *A recipient was selected, we’re trying to get the award to come from one account so it doesn’t look to the recipient like they received two awards.*
4. New Business
   1. Status of Raises (since new FY has started).  
      *Discussions taking place, no decisions yet but Paul shared that voices were heard about making the decision in a timelier fashion.*
   2. EAC Updates  
      *N/A*  
      Other: *Discussion about Juneteenth holiday and how to get hours in on a week when it falls on a weekend and is observed on a weekday. Internal policies will be adjusted once it becomes an official Friday/Monday observance.*   
        
      *Ke’An asked about how students find jobs on campus; students can visit Teresa Jones in Employment (Student Employment) or visit individual offices for details on possible opportunities.*   
        
      *Beth Gillespie leaving August 5, Angie wanted to publicly acknowledge her and wish her well on her future endeavors.*

Motion to adjourn – Michelle Morgan – Seconded by all

**AY2022-23 Meetings**

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