Civil Service Council

Minutes

January 11, 2021

8:30 a.m.

Teams Meeting (Virtual)

**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

[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)

1. Call to Order  
    Motion to begin: Beth; Seconded, Aaron. Meeting commenced at 8:31A.
2. Approval of December Minutes  
   Motion to Approve December minutes: Michel; Seconded, Mindy. Josh will send Libby December minutes.
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 ($28,131.52 in Endowment Fund as of 1/4/21) Note this is without deposits from the winter fundraiser.

1. VPBA Updates (Sean Reeder provided updates).
   1. COVID Updates (Masking, Testing, CDC Updates)  
      Dr. Glassman email said we’re distributing 2 N95 masks to every employee and student. Distribution ongoing. Ramping up efforts to have all employees and students tested upon re-entry for Spring 2022. Those who were infected but asymptomatic in fall could translate to more positive tests in Spring 2022. HR sending out email to let people know EIU is following new CDC guidelines (as adopted by IDPH) on updated isolation/quarantine guidelines. Linda mentioned that testing is free and open, scheduling is recommended but not required for supplementary tests. The definition of fully vaccinated as of today means having received the full breadth of appropriate vaccine sans booster. That may change in the future. MOU with UPI was provided as an option to teach online for first week. We may make adjustments moving forward but plans are to continue with in-person classes.
   2. Recycling Program Updates/University Salary Planning Committee Updates  
      No updates per Sean.
   3. Employee Pay Raises  
      Looking at 10th Day numbers for spring semester to determine persistence. We will present our budget to the board in the regular January 21 BOT meeting.
   4. Budget  
      See 4C. Legislative hearings are coming up in the next few weeks and we will be advocating for EIU as we have done in the past in the Senate and the House. This year may be a Presidents-only panel in a virtual environment.
   5. CDB/Campus Projects Update  
      No formal updates from Sean though projects are continuing to move forward. Anecdotal updates from Sean on progress of ongoing projects. (at 22:49 in recorded meeting).
   6. Other  
      N/A.
2. HR Updates
   1. COVID Updates for Employees (testing numbers, positivity rate)
      1. Mask availability  
         Linda said Sean covered the masking updates but added that EIU is updating its positive reporting protocol. All students and employees must use EIU SHIELD PCR testing for it to be a valid test.
   2. Employment  
      We are trying to fill about 32 positions. Michelle asked about the challenges we have in getting qualified applicants because of the pandemic, etc. Linda said the recruiting landscape is challenging at this time but noted this is a national problem, not an EIU problem. Beth asked about our average number of open positions and what we’re doing to reposition ourselves in the market. Linda said about 20-25 is average, and we are being very proactive on social and working closely with hiring managers across campus to enhance our processes. Sean added that time-t-fill is presenting a unique challenge because we only have one full-time HR manager to facilitate scheduling, testing, etc.
3. Old Business
   1. 2021-22 Fundraiser Update from PR Committee (Frame Sales Update)  
      There were no commencement frame sales unfortunately.
   2. Naming Committee Updates  
      No action being taken in January BOT meeting other than to update the BOT with potential names to consider.
   3. Staff Senate Representation Updates (Plans Moving Forward, Feedback from CSC)
      1. (We will pick this up again in February when Angie returns)  
         Carrie said that it was on the agenda to discuss at Staff Senate.
   4. In-Person Meetings Discussion For SP22 (Rathskeller Loft?)
      1. January meeting moved to virtual, we’ll remain in holding pattern until Omicron subsides.
4. New Business
   1. EAC Updates  
      No updates.
   2. Other Questions or Concerns/Open Discussion (for topics not listed in agenda)  
      No updates.

VOTE FOR APPROVAL OF MINUTES (Josh forgot to take roll call vote for December minutes and did it at this point.) All available members who were eligible to vote voted to approve. Angie was absent and Aaron abstained.) Michelle motioned to end the meeting and Josh seconded.

**Remaining 2021-22 Meetings**

* February 8
* March 8
* April 12
* May 10
* June 14