



Minutes

August 12, 2026 1:15 p.m.

Rathskeller Loft, MLK Jr. University Union

Members present: Michelle Wayne, Catie Danner, Shawn Peoples, Amy Morris, Andrea Beals, Arlene Brown, Sarah Daugherty, Donna Doran, Kim Pope

Members absent: Mary Brown, Tony Craven, Melissa Coleman, Jordan Jenkins, Garren Porter, Dwight Rutledge, Arielle Kindred, Gus Lamczyk

1. **Call to Order** – Meeting was called to order at 1:15pm
2. **Approval of Minutes** – Senator Amy Morris moved to approve the minutes. It was seconded by Senator Arlene Brown. Motion passed.
3. **Executive Officer Reports**
 - A. **Treasurer's Report** – Amy Morris
 - i. Appropriated Account Balance - \$3492.00
 - ii. Gift Account Balance - \$21.19
 - B. **President's Report** – Michelle Wayne
 - i. International student enrollment continues to be challenging. We are at 140 students instead of 880 students as we have been.
 - ii. President expressed his thanks to AFSCME, Trades and all others for the help with the preparation for Charleston Middle School to hold classes in Coleman. 7th Street will be open one way for CMS buses and drop off.
 - iii. \$4.8 million budget deficit
 - iv. VSIP intents have been filed. Process closes in 5-6 days. Faculty intents are due later this month.
 - v. Thomas Hall renovation demolition is underway for first time in 30 years.
 - vi. Integrated science building is out for bid. Hope to have groundbreaking at November Board of Trustees meeting. There will be naming opportunities and outreach to donors.
 - vii. Pemberton Project will focus on the first floor with offices on the second floor. Will be a \$7-11 million project.
 - viii. Going forward, the only committees that will be listed on the agenda are those that have a report. Committee chairs need to inform the Secretary

when there is a report for their committee so it can be added to the agenda. This will help cut down on the need to call out every committee each meeting when there is nothing to report.

4. Liaison Reports

A. Vice President for Business Affairs Report

1. General Updates

- a. Summer hours end this week (8/14/26).
- b. No convocation this year. Welcome week events changed this year. Please review.
- c. Charleston Middle School started this morning. Everything went smoothly.
- d. 80% of operating budgets are loaded. There will be a reduction in the number of P-cards.
- e. There is a lawsuit on how undocumented students are funded. Some students were getting MAP grants and they are not allowed to receive these funds.
- f. Squatters/Unhoused people have been seen in buildings and on campus after hours. Please contact UPD if you are aware of someone squatting in these areas.

2. Project Updates

- a. Old Main elevator should be up and running next week.
- b. Sidewalk work being done between the Union and Andrews. Blue fencing is up.
- c. Panther shuttle starts running next week. It is now under Facilities Planning and Management. The link will still be up on the website but the number to call to request a shuttle has changed. Question came up inquiring if the parking spots that were taken by shuttle bus parking at UPD will be converted back to staff spaces. Matt will check with Parking Services.
- d. 7th street is open one-way between Hayes and Roosevelt. Signage is up.
- e. Utility tunnel work continues. The goal is to have piping out of the ground so it does not freeze.

5. Standing Committee Reports

A. Personnel Policies, Benefits, and Welfare Committee

1. **Parking Appeals Subcommittee** – Senator Danner – no report
2. **Parking Advisory Subcommittee** – Senators Beals, Peoples, Morris
 - a. Meeting was held on July 21st.
 - b. There is a meeting scheduled to discuss logistics for Charleston Middle School, including bus/parent drop-off and pick up. More should be known after that meeting. Staff will park in student parking areas. There are approximately 60 employees that will need parking permits.

- c. Discussion on proposal to allow Graduate Assistants to be classified as staff for parking permits only. This topic was tabled for future discussion.
 - d. Parking citations will increase for fall 2026. \$40.00 citation will increase to \$60.00 if not paid in full within 5 days. MLK meters violation will incur a \$20 fine.
 - e. Visitor parking spaces across campus are still being worked on. Working with the Union on the software used for the metered parking. Still in progress.
 - f. Parking in the Coleman South lot will be reverted back to Faculty/Staff designated spaces only. The only exception is the row next to Taylor Hall that will be open to students. Coleman South will also revert back to no parking between the hours of 2am-5am.
 - g. D-Lot (Doudna East) – the south portion will return to Faculty/Staff only parking and the North portion will remain Faculty/Staff and student.
3. **Environmental Health and Safety Subcommittee** – Senators Morris, Craven – no meeting has been held

B. Budget and Planning Committee

- 1. **EIU Leadership Council on Mission, Planning and Budget Committee** – Senators Wayne, A. Brown – no meeting has been held
- 2. **University Naming Committee** – Senator Porter – no report
- 3. **Campus Master Plan Committee** – Currently no staff senator is assigned to this committee. During the Staff Senate Exec meeting with the President, it was noted that we do not need to provide a name for this committee every year since it only meets occasionally as needed.

C. Liaison Committee

- 1. **Staff/Faculty Senate Relations Subcommittee** – Senator Morris – no report
- 2. **HR Liaison Subcommittee** – Senators Coleman, Peoples, Morris
 - i. 2nd offering of VSIP announced in the newsletter and through direct mail from Human Resources. Additional information can be found on the VSIP webpage. ASP, A&P, and CSE deadline for signed agreement submission is August 17, 2026, with a separation date of September 30, 2026. Faculty deadline for signed agreement submission is September 21, 2026, with a separation date of December 31, 2026. Fantasy is the primary contact.
 - ii. July was a very busy month for HR/Payroll with fiscal year end processes roll jobs for budgeting; processing pay increases; updating funding sources that may have changed due to the Academic Affairs reorganization. Beth Reeder said department names are still being updated inclusive of

- supervisors, chairs, Deans, etc. Everything is manual and time consuming. Lots of auditing is happening to make sure everything is up to date.
- iii. Review is underway for job descriptions submitted to HR Director by June 30th. Supervisors will receive feedback and approval from HR Director.
 - iv. Civil Service Performance Appraisals concluded on June 30, 2026. 98% completed (429 evaluations). A survey will be sent to supervisors/managers the week to gather feedback to help improve for FY27.
 - v. HR is gathering A&P annual performance evaluations in August. Appraisals should be turned in to HR to document and then filed in personnel file, wherever that file is housed.
 - vi. New Employee Experience Survey will launch in September and will be sent to all new hires as of July 1, 2026, which is 60 days after start date. It will be a Qualtrics survey.
 - vii. Upcoming HR initiative is Student Employment Modernization. HR is partnering with Raju and his team to build the Student Hiring/Termination PAR process in the Business Affairs Dashboard. Looking to go live Spring 2027.

D. Elections Committee - Senators Jenkins, M. Brown, Pope – no report

6. Ad Hoc Committees

- A. **Staff Recognition/Development Committee** - Senators Danner, Coleman, Pope
 - 1. Arielle Kindred has been onboarded to the committee. New shout out cards are in.
- B. **Constitution Review Committee** – Senators Peoples, Wayne, Danner, Morris
 - 1. Committee met to review the current constitution. There are some changes that will need to be made due to outdated language, update processes, and grammatical errors. More information will be provided per the proposed amendments process as outlined in the current Constitution.
- C. **Scholarship Review Committee** – Senator Coleman-no report
- D. **Advising Task Force** – Senator Morris – no meeting has been held

7. Constituent Reports

- A. **Administrative and Professional** – Senators Danner, Rutledge – no report
- B. **Non-negotiated Civil Service** – Senators Morris, Daugherty, A. Brown
 - 1. Council of Councils meets in October. A new Vice President will be needed due to Arlene Brown's retirement and the transition of Amy Morris to President at that time.
 - 2. Need another person to fill the Senate seat vacated by Senator Morris when she became Vice President, which is one of the automatic representatives to Staff Senate.
- C. **Non-negotiated Trades** – Senator Craven – no report

D. Negotiated Trades – Senator Wayne

1. Wrapping up summer work. Two extra help employees are helping to upgrade the Housing fire alarms to get up to compliance.

E. AFSCME 981 - Senators Doran, Porter, Jenkins, M. Brown, Pope, Lamczyk - no report

F. UPD – Senator Beals – no report

1. There were a couple of squatters at the pavilion and near the Sigma Chi house. Juveniles are stealing scooters. Younger students from the community were seen in buildings after hours. Some youths also got in the Student Rec Center Field House and drew on the walls and tore up some things. Happened in Stevenson Hall as well.

G. Contract Appointment or Grant Funded – Senator Coleman – no report

H. Minority Report – Senators Peoples, Kindred – no report

8. Unfinished Business

- a. The question regarding why negotiated staff are not a part of Civil Service Council was discussed. There is no historical reference on why this but it may be attributed to non-negotiated civil service staff not having representation that negotiated civil service staff has. The consideration of whether Staff Senate and Civil Service Council should combine, which would then be inclusive of all staff (shared governance), can be part of future discussion, possibly next semester, after Staff Senate has a chance to discuss at a future meeting. It is not something that would happen anytime soon with the start of the academic year. Additionally, there may be some proposed amendments to the constitution that will be another undertaking that staff senate would need to get through this semester. At some point, it may be possible for there to be a discussion between the executive committees of both groups after conferring with their constituents.

9. New Business – none

10. General Announcements

- a. ITS Help Desk has moved to the 4th floor of the Library. It is accessible by taking the South elevator up but you cannot go down the same way.
- b. Writing Center has moved to the Library. There will be a ribbon cutting on August 25. It is located on the 3000 (main level).

11. Adjournment 1:49pm