



Minutes

July 8, 2026 1:15 p.m.

Rathskeller Loft, MLK Jr. University Union

Members present: Michelle Wayne, Catie Danner, Shawn Peoples, Amy Morris, Andea Beals, Arlene Brown, Melissa Coleman, Donna Doran, Jordan Jenkins, Arielle Kindred, Kim Pope, Garren Porter, Dwight Rutledge,

Members absent: Mary Brown, Tony Craven, Sarah Daugherty, Gus Lamczyk

1. **Call to Order** – Meeting was called to order at 1:15pm
2. **Approval of Minutes** – Senator Arlene Brown moved to approve the minutes. It was seconded by Senator Jordan Jenkins. Motion passed.
3. **Executive Officer Reports**
 - A. **Treasurer's Report** – Amy Morris
 - i. Reported there is currently no budget loaded for FY 27
 - B. **Secretary's Report** – Shawn D. Peoples – no report
 - C. **Vice President's Report** – Catie Danner – no report
 - D. **President's Report** – Michelle Wayne
 - i. During meeting with the President and VPBA, President Gatrell reported there was flood damage to the new floor in the Student Rec Center as a result of the tornado.
 - ii. Thomas Hall demolition begins this week.
 - iii. The plan to move Admissions, Enrollment Management and Advancement into Pemberton Hall is moving forward conceptually. This project is about 2 years out before anything begins. It is mission critical for Admissions and Recruitment. Hope to raise about \$3 million. The sale of Neal Welcome Center will help.
 - iv. Bid on Science Building is going forward. It will be a 28-month project. Hope to have groundbreaking in spring.
 - v. Enrollment will be down as with most institutions. Deposits are down, the same as other state schools. International student enrollment will be down again.

- vi. Vice President for University Advancement search will begin after the President's fall address.
- vii. Hope to have updates on the Provost Search sooner rather than later. Need to stabilize leadership. Need the Provost in place in order to move forward with filling open Deans' positions. Salary ranges will be reduced for all these positions (VPUA, Provost and Deans).
- viii. Charleston Middle School will be on campus this year in Coleman Hall due to extensive storm damage to their school. Teachers will have student parking permits only. They will also have 2-3 visitor spots. The district will also provide security on site.
- ix. There is a plan to vacate the Student Services Building. This may be 2 years out.
- x. Bookstore opened yesterday under new management.
- xi. Conducted staff senate committee sign up for 2026-2027 year.

4. Liaison Reports

A. Vice President for Business Affairs Report

- 1. Project Updates
 - a. Pre-bid meeting for science building being held today.
 - b. With the middle school project, there will be lots of moving parts on campus with movers, IT staff so please be patient. Trying to figure out the bus situation for drop off and pick up. May possibly be able to use 7th street if it can be opened up.
 - c. Utility tunnel meeting occurred. Trying to meet the November 1st deadline for the first phase. There are some additional sidewalk closures between Thomas Hall and Human Services Building.
 - d. Thank you to everyone for helping to get the annual inventory reports done.
 - e. Need to close the gap in deficit. At the VP level, there are discussions taking place. There are no decisions being made regarding layoffs at this time. Waiting for responses from the VSIP. Also, looking at attrition. Realize we can't do everything, but what is mission critical. There will be some tough decisions made.

5. Standing Committee Reports

A. Personnel Policies, Benefits, and Welfare Committee

- 1. **Parking Appeals Subcommittee** – Danner – no report
- 2. **Parking Advisory Subcommittee** – Beals, Peoples
 - 1. Next meeting will be on July 21st.
- 3. **Environmental Health and Safety Subcommittee** – Morris, Craven – no report

B. Budget and Planning Committee

1. **EIU Leadership Council on Mission, Planning and Budget Committee** – Wayne, A. Brown – no report
2. **University Naming Committee** – Porter – no report
3. **Campus Master Plan Committee** – Wayne, Daugherty – no report

C. Liaison Committee

1. **Staff/Faculty Senate Relations Subcommittee** – Morris – no report
2. **HR Liaison Subcommittee** – Coleman, Peoples
 - i. 2nd offering of VSIP includes civil service exempt positions in addition to A&P and Faculty.
 - ii. Updating supervisors and organizational data for 212 faculty and staff and 24 students and these are one by one updates. Maintaining accurate department and supervisory data. Asking for lots of grace with all of the transition and getting changes updated accurately.
 - iii. MY TEAMS is available in PAWS for People Managers/Supervisors that provides brief details about your employees including leave balances.
 - iv. There is a link where employees can update their office location address since there are some moves taking place.
 - v. Job descriptions submitted to HR by June 30th are being reviewed. It will take time to review as there were 140 submitted. They will get to a point where the incumbent will sign and get it back to HR.
 - vi. Civil Service Performance Appraisals - 93% completed; 3% pending with supervisor; 4% pending with employee. A survey will be sent to supervisors/managers the week of July 6 to gather feedback to help improve. Need to start the process earlier than May 15th in order to provide more time before Bid changes. Looking at April to start the process.
 - vii. New Employee Experience Survey is currently in testing phase, launching this month. The survey will be sent at the new employee's 60-day mark. It will be an anonymous survey, but the employee can leave their name at the end if they choose.

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

6. Ad Hoc Committees

A. Staff Recognition/Development Committee-Danner, Coleman, Pope

1. President stated there will be funds for the shout out cards. 491 shout out cards given out last year. 139 turned in for a total of \$1302. 98. Down about 50 cards from last year. Trying to figure out the timing of the program. Runs through May 8th so they will have to go back to all of the June shoutouts to distribute the cards.

2. Shobe Memorial Garden Update – no report

B. Constitution Review Committee – Peoples – no report

C. Scholarship Review Committee – Danner-no report

D. Advising Task Force – Morris – no report

7. Constituent Reports

A. Administrative and Professional - Danner, Rutledge – no report

B. Non-negotiated Civil Service - Morris, Daugherty, A. Brown – meet next week

C. Non-negotiated Trades – Craven - absent

D. Negotiated Trades – Wayne

1. **During the shut down on July 3rd, they replaced surge arresters.** They are waiting on parts so there will be another shutdown because they need to replace everything.

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

F. UPD – Beals – no report

G. Contract Appointment or Grant Funded – Coleman

1. CCRR funded for another year

H. Minority Report - Peoples, Kindred – no report

8. Unfinished Business - none

9. New Business – there was a question about why negotiated civil service are not a part of civil service council. No one really knows. Suggested that this question be posed to the EAC rep. Will also ask the President at the next Executive Committee meeting.

10. General Announcements

11. Adjournment - Jordan Jenkins moved to adjourn. Kim Porter second. Motion passed.