

AGENDA FOR THE STATE UNIVERSITIES CIVIL SERVICE ADVISORY COMMITTEE MEETING

*The State Universities Civil Service Advisory Committee will convene its quarterly meeting
Thursday, January 14, 2016, 10:00 a.m. at 11 Uptown Circle, Normal, IL 61761
Friday, January 15, 2016, 9:00 a.m. at 1101 N. Main Street, Normal IL 61761*

Agenda Item Number

SUBJECT

- 1. Call to Order – Chair Andy Small**
- 2. Roll Call – Secretary Kim Kirchner**
- 3. Installation of New Members and Reading of Oath**
 - **Ms. Mary Schultz Northeastern Illinois University**
 - **Mr. Daniel Urbanski University of Illinois/Chicago**
- 4. Designated Employer Representative (DER) of Host Campus**
- 5. Introduction of Guests**
- 6. Public Comments**
- 7. Review of Correspondence**
- 8. Officer and Committee Elections (*Action Item*)**
- 9. Approval of minutes of the October 2015 Quarterly Meeting (*Action Item*)**
- 10. Report of Chair – Andy Small**
 - **Election Process**
 - **Classification Plan**
 - **Custom Classes**
 - **Audit Process and Structure**
 - **Discharge Process**
 - **Specialty Factors**
 - **Legislative Updates, Statute/Rule/Procedure Update**
 - **Employees on “Soft Money”**
- 11. Report of Director – Jeff Brownfield**

a) Update on rule change to section 250.50 (Residency), effective December 1, 2015

b) Update on rule change to section 250.60 (Rule of Three), January 1, 2016

c) Discussion of possible rule changes to section 250.30 and 250.50

d) Discussion regarding proposed procedure manual changes

h) Agency Budget/Staff Update

i) Audit Program Update

j) Class Plan Update

- 1. Police Sergeant and Police Officer Exam Project**
- 2. Typing Test – Elimination of typing requirements for HR**
- 3. Clerk and Office Support Series revisions**
- 4. Reinstatement of Police Corporals**
- 5. Deletion of old/unused classes**

k) Legal Update

12. Report of Executive Committee

13. Report of Legislative Committee

14. Report of Election Committee

15. Schedule SUCSAC Meeting Dates for 2016 (*Action Item*)