

STATE UNIVERSITIES CIVIL SERVICE ADVISORY COMMITTEE
QUARTERLY MEETING October 14-15, 2015 hosted by Illinois State University, Location,
City Hall, 11 Uptown Circle, Normal, IL 61761

Chair Andy Small called the meeting to order. Roll call was taken, and a quorum was present.

Present: Michael Aper, Mindy Conlee-Stevens, Michael Diacova, Kim Kirchner, Rick Marr, LaTania Milner, Mark Murphy, Michael Pulley, Peter Skrypkun, Andy Small, Anthony Travelstead, Jamie Voyles

Absent: Darlene Kendall, William Ramm, and Vance Woods

Installation of New Member: Mr. William Buesing was installed as a new committee member representing UIUC. The Oath and Obligation were read as a whole committee.

DER of Host Campus- Dr. Larry Dietz, 19th president of ISU was introduced by Rick Marr. State Universities Civil Service System employees introduced themselves; Danielle Routh, Tonya Weber, and Amanda Zucco.

Dr. Dietz welcomed everyone and commended us for our civil service work. He began as a civil service employee 44 years ago. Chair Small thanked Rick for the great accommodations and Dr. Dietz for making time in his schedule to meet with our group.

Minutes: Rick Marr motioned to approve the minutes of the July 2015 quarterly meeting. Mike Diacova seconded the motion. A roll call vote was taken. Motion Carried.

Mike Aper	Aye	Mark Murphy	Aye
Bill Buesing	Abstain	Michael Pulley	Aye
Mindy Conlee-Stevens	Aye	William Ramm	
Michael Diacova	Aye	Peter Skrypkun	Aye
Ann Jaso	Aye	Andy Small	Aye
Darlene Kendall		Anthony Travelstead	Aye
Kim Kirchner	Aye	Jamie Voyles	Aye
Rick Marr	Aye	Vance Woods	
LaTania Milner	Aye		

Review of Correspondence: None

Public Comments: None

Report of Chair: Andy Small

Andy was happy to announce out of thirty six applicants, Jeff Brownfield was selected as the new Executive Director of the State Universities Civil Service System.

Andy asked for brief updates from each campus.

ISU-Rick Marr reported things were going very well. There had been no layoffs or furloughs. The campus had received record donations. However the future is questionable with the impending closing of the Mitsubishi plant.

CSU – Latania Milner reported CSU has a new president; Dr. Thomas Calhoun, Jr. Enrollment is down. There have been layoffs. The campus may shut down for two weeks during Christmas holiday.

SIUE – Michael Pulley reported Dr. Stephen Hansen is serving as the interim chancellor. The campus will move forward with a budget of its own. All staff are facing the possibility of layoffs. Some employees have been denied healthcare unless paying upfront.

SIUC – Anthony Travelstead reported they also have an interim chancellor, Dr. Brad Colwell. SIUC picked up the entire charge for MAP grants this semester. The campus is gearing up for the “Big Event” 2500 students provide service hours for non-profit organizations. Of four vacant Dean positions on campus, civil service employees are on three search committees. Enrollment is down.

UIUC – Bill Buesing reported The Wounded Veterans Center opened a state of the art, first of its kind in the U.S.A., Paralympic training facility. Construction has stopped on capital funded projects. UIUC also has an interim provost, Edward Feser and an interim chancellor, Barbara Wilson. Criminal Background Checks are now being performed on all new hires.

GSU – Ann Jaso reported enrollment is up. There have been no layoffs.

UIS – Jamie Voyles reported there have been no layoffs. There are holds on hiring some positions. It takes a long time to obtain new hires. Morale is down. Two building projects have been put on hold.

WIU – Peter Skrypkun reported enrollment is down by 3.7%. Alumni events have increased. Plans are underway to renovate the union and enhance wireless system. The Quad cities campus hopes to sell one of its buildings. Civil service employment is down by 42. Academic Professional employment is up by 48. 22 out of 28 employees were laid off from the Visual Production Services Department. AFSCME clerical is now on campus.

SIU SOM – Mindy Conlee-Stevens reported the hiring of a new Dean, Dr. J. Kevin Dorsey. Seven civil service positions that were eliminated have been reallocated. There are rumblings of an early retirement incentive. AFSCME 370 is in negotiations. Enrollment is the same. The clinics have experienced a lot of turnover. There is a new electronic medical record system. Morale continues to be low.

UIC – Mark Murphy reported Darlene is retiring. An election is to be held 10/20/15. The university has a new president, Dr. Timothy Kileen and a new chancellor, Dr. Michael Amiridis. The west campus has grown. 17,000 undergraduates are mostly local. Recruiting efforts are underway to attract students beyond Chicago, international and out of state. An open house expected 7500 attendees. Only half actually attended.

NIU – Andy Small reported employees have not received raises in five years. Clerical representation by AFSCME is now on campus. Students from China are being recruited. No construction is going on. 40% of the Visual Performing Arts facility is finished. Morale is low. There have been no layoffs or hires.

SUCSS – Mari Martinelli, legal counsel, is leaving. There are eight current employees with a need to hire more. SUCSS representatives distributed a survey that will also be presented at the Council of Councils meeting.

SURS Report – None – Larry Curtis is to speak at Council of Councils meeting Friday.

Report of Executive Committee: None

Report of Legislative Committee: Peter Skrypkun

Higher Education Senate meetings were held 10/01 and 10/05/2015. A 6.5% higher education budget cut has been proposed by Gov. Rauner. Selling the Thompson Center in Chicago was proposed. The best speculation for budget is January, 2016. The next meeting is 10/20/15.

Report of Election Committee: Jamie Voyles

2015 elections to be held: NIU, UIC, and DSCC. Special elections are to be held at NEIU and UIUC. Jill Odom has been elected by UIUC and hopes to attend the meeting Thursday. 2016 elections to be held: EIU, UIC (2), UIUC, and SIUE. Election committee can decide length of terms.

Election Date Changes – (Action Item)

NIU and DSCC had requested extensions to campus elections. Michael pulley motioned. LaTania Milner seconded the motion below. A roll call vote was taken. Motion carried.

Temporary suspension of by-laws as it relates to elections, to grant the election committee the authority to provide extensions to the various campuses while still upholding the timing for elections stated in the by-laws and the security requirements for electronic and hybrid voting.

Mike Aper	Aye	Mark Murphy	Aye	
Bill Buesing	Aye	Michael Pulley	Aye	
Mindy Conlee-Stevens	Aye	William Ramm		
Michael Diacova	Aye	Peter Skrypkun	Aye	
Ann Jaso	Aye	Andy Small	Aye	
Darlene Kendall		Anthony Travelstead	Aye	
Kim Kirchner	Aye	Jamie Voyles	Aye	
Rick Marr	Aye	Vance Woods		
LaTania Milner	Aye			

Discussion Items –

Agenda Items for January, 2016 joint meeting with HR Directors Advisory Committee.

Suggested topics for the agenda: audit cycle length, specialty factors, exemption procedures manual, limiting language, custom classes, and grant employees

A renewed relationship with the systems office and the new Executive Director was discussed. Andy expressed it is a new day and an optimistic outlook of cooperation is on the horizon. Andy encouraged members to call SUCSS with any civil service questions or concerns. Executive Director Brownfield also encouraged members to do so.

Mike Aper reminded members our roles are not to represent employees in the disciplinary process.

Mike Diacova motioned to adjourn. Bill Buesing seconded. Motion carried Meeting adjourned.

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Absent: Darlene Kendall, William Ramm, and Vance Woods

Installation of New Member – Jill Odom was installed as a new representative of the UIUC campus. The Oath and Obligation were read as a whole committee.

Report of the Executive Director: Jeff Brownfield

Director Brownfield thanked Mari Martinelli for her service to the system and asked committee members to spread word of the job vacancy. Director Brownfield's philosophy is EAC is an important group. One of his goals is to educate the group at meetings on topics suggested by the group or the system's office not to dominate the conversation. Another goal is to modernize the system. SUCSS will go out of business if it doesn't keep up. Our committee was asked to assist the system in keeping up.

- a) **Update on rule change to section 250.50 (Residency), effective December 1, 2015**
Professional, semiprofessional, and managerial classes, approx. 1/3 of classifications will be able to hire out of state.
- b) **Update on rule change to section 250.60 (Rule of Three), January 1, 2016**
Top three scores not just top three names will be referred for interviews.
- c) **Discussion of possible rule changes to section 250.30 Classification Plan and 250.50 Examinations**
250.30 b.2. – eliminate class = “gone for good” post on website “classes not positions” the director is to look into posting positions statute change. 250.50 a. Original entry and promotional one test.; b.1 licenses and certifications moved to d.2, score to register; e. security statement on exams
- d) **Discussion regarding proposed procedure manual changes**
- e) **Discussion regarding the expansion of the custom classes**
examples on website, broad banded hybrid jobs, redesign language
- f) **Discussion of reassignments**
Reassignments are from one job to another. Transfers are from one employer to another
- g) **Discussion of possible FLSA changes/Merit Board Policy Relating to Employee Benefits**
Dramatic changes before March, 2016; Exempt employees earn over \$50,000, will vacation time be lost from exempt to nonexempt? Merit board pay cost? Grandfathered?
- h) **Agency Budget/Staff Update** – no state budget

- i) **Audit Program Update**
Redesign; not known as audit; Regulatory agency

- 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 - combine**
 - 4. **Deletion of Police Corporals**
 - 5. **Deletion of old/unused classes** –Number below 1100; Delete if no incumbent;
Freeze if incumbent

- k) **Legal Update** – Complex disciplinary process; two UIC cases on Merit Board agenda;
police officer, one pending

- l) **Training on Layoff and Seniority** – presentation presented

Other Items as Presented – Discussion of meeting dates for 2016

January 14, 10:00 a.m. and January 15, 9:00 a.m. SUCSS orientation January 13, 9:00 – 3:00

Peter Skrypkun motioned to adjourn. Bill Buesing seconded the motion. Meeting adjourned.

Respectfully submitted,

Kim Kirchner, Secretary

Andy Small, Chair