



AGENDA FOR THE 193rd MEETING OF THE UNIVERSITY CIVIL SERVICE MERIT BOARD

The Merit Board will convene for its 193rd Meeting at 10:00 a.m., Wednesday, August 20, 2014, at the State Universities Civil Service System, 1717 Philo Road, Suite 24, Urbana, Illinois and via videoconference at the following locations:

University of Illinois at Chicago

College of Pharmacy
Room 270
833 Wood Street
Chicago, IL

Southern Illinois University Carbondale

Miles Hall
Conference Room 003A
1255 Douglas Drive
Carbondale, IL

**Agenda
Item
Number**

SUBJECT

- 1. Call to Order and Roll Call – Chair Montgomery**
Chair to call meeting to order and to call for roll call of members.
- 2. Consideration of participation by other Merit Board Members, not physically present at meeting site (Action Item)**
Chair to ask for approval for Board members, not physically present, to actively participate by other means in accordance with Open Meetings Act requirements.

3. Public Comments (Action Item)

No requests for appearance have been submitted.

4. Consideration of the Minutes of the 192nd Meeting of the Merit Board, May 21, 2014 (Action Item)

The Board will be asked to approve the Minutes from the May 21, 2014 meeting.

5. Consideration of the Minutes of the Closed Session of the 192nd Meeting of the Merit Board, May 21, 2014 (Action Item)

The Board will be asked to approve the Closed Minutes from the May 21, 2014 meeting.

6. Request for Review by the Merit Board of the Executive Director's Review Decision in the Robert Carpenter Case, Case No. MB-RD-SIUE-14-1, filed by Robert Carpenter, pursuant to section 250.130(b) of the Illinois Administrative Code (80 Ill. Adm. Code §250.130(b) (Action Item)

The Board will be asked to examine the record and the Review Decision of the Executive Director regarding this matter. The Board will then be asked to either affirm the Executive Director's Review Decision as the final Decision and Order of the Merit Board or take any other action as it may deem necessary or desirable.

7. Report of the Human Resource Directors Advisory Committee – Maureen Parks

Maureen Parks will update the Board on recent committee activities.

8. Report of the State Universities Civil Service Advisory Committee – Andy Small, Chair

Chair Andy Small will update the Board on recent committee activities.

9. Report of the Administrative Advisory Committee – Executive Director Morelock

Tom Morelock will update the Board on recent committee activities.

10. Consideration of FY 2016 Budget Recommendations for the State Universities Civil Service System Office (Action Item)

The Board will be asked to approve the FY 2016 agency line item budget proposal which will be presented to the Illinois Board of Higher Education for consideration in the yearly University System budget and approval process.

11. Discussion and action on No Weapon Policy (Action Item)

The Board will be asked to approve the proposed new policy "No Weapon Policy".

12. Discussion and action on proposed revisions to Procedure Manuals (Action Item)

The Board will be asked to approve specific changes to the Employment and Separations Procedures Manual and the Examination Procedures Manual

13. Update on the Revision of the Exemption Procedures Manual

A sub-committee of the Human Resource Directors Advisory Committee was designated to assist the University System office in a review of the current Exemption Procedures Manual. The committee has met several times and several changes have been suggested. The entire Human Resource Directors Advisory Committee is now reviewing those proposed changes. The Merit Board will be provided an update of these activities and consider other options for obtaining additional input on this topic.

14. Update on the Police Series Assessment Center Revisions

Update on the contract for the revision of two examinations for the classifications of Police Officer and Police Sergeant.

15. Biennial Audit Program – Review of Recent Activities

The Board will be updated on the current biennial audit activities, including a review of recent final audit reports issued.

16. Report of the Executive Director – Tom Morelock

The Executive Director’s Report will include a recap of each of the following items:

- a. FY 2014 and FY 2015 Budget Updates*
- b. Merit Board Retreat and Orientation*
- c. Classification/Examination Update*
- d. University/Agency Visits*
- e. Staffing Changes*

17. Report of Legal Counsel – Mari Martinelli, Manager, Legal Services and Legal Counsel

The Board will be updated on recent legal activities, including discharge and demotion cases referred to the Merit Board.

18. Other Items as Presented