



AGENDA **FOR THE 195th MEETING OF THE** **UNIVERSITY CIVIL SERVICE MERIT BOARD**

The Merit Board will convene for its 195th Meeting at 10:00 a.m., Wednesday, February 25, 2015, 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
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1. Call to Order and Roll Call – Chair Montgomery

Chair to call meeting to order and 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)

One request has been submitted to present public comments.

4. Merit Board Reorganization (Action Item)

The Board will elect the following Officers – Chair, Vice Chair, and two additional members to the Executive Committee. The Board is also required to appoint a Secretary for the Merit Board.

5. Consideration of the Minutes of the 194th Meeting of the Merit Board, November 19, 2014 (Action Item)

The Board will be asked to approve the Minutes from the November 19, 2014 meeting.

6. Consideration of the Minutes of the Retreat of the Merit Board, August 8, 2014 (Action Item)

The Board will be asked to approve the Minutes from the August 8, 2014 retreat.

7. Consideration of Discharge Proceeding Number NIU-14-1 filed against John Boudin by Northern Illinois University (Action Item)

The Board will be asked to consider and act on matters surrounding this discharge case. The Board will then be asked to adopt a decision and order on this matter.

8. Consideration of Discharge Proceeding Number SIUC-14-3 filed against Douglas Banks by Southern Illinois University (Action Item)

The Board will be asked to consider and act on matters surrounding this discharge case. The Board will then be asked to adopt a decision and order on this matter.

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

Maureen Parks will update the Board on recent committee activities.

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

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

11. Update and action on proposed changes to the Bylaws of the University Civil Service Merit Board (Action Item)

The Board will be presented with updated bylaw changes.

12. Update on proposed rule change to section 250.50 of the Illinois Administrative Code (80 Ill. Adm. Code §250.50), Examinations

The Board will be updated on the status of this proposed rule change.

13. Update on legislation regarding the Rule of Three changes to sections 36h, Appointment and 36j, Promotions of the State Universities Civil Service Act (110 ILCS 70/36h and 36j)

The Board will be updated on the status of this proposed legislation.

14. Report of the Merit Board Sub-Committee

The Board will be updated on the events regarding this committee. This sub-committee was recently appointed by the Chair to solicit input on various topics related to the administration of the University Civil Service System.

15. Update on the review and revisions to the Exemption Procedures Manual

The Board will be provided a history of events regarding recent activities in this respect and current status of this review.

16. Biennial Audit Program – Review of Recent Activities (Action Item)

The Board will be updated on the current biennial audit activities, including a review of recent final audit reports issued. Most specifically, the Board will be asked to review and discuss recent developments in the follow-up audit of the University of Illinois at Urbana Champaign.

17. Discussion of Open Meetings Act and obligations for Advisory Committees (Action Item)

The Board will be asked to approve the drafting of formal bylaws for the Administrative Advisory Committee and the Human Resource Directors Advisory Committee, consistent with current committee practices and incorporating compliance components in accordance with the Open Meetings Act.

18. Report of the Executive Director – Tom Morelock

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

- a. FY15 and FY16 Budget Updates*
- b. Classification/Examination Update*
- c. University/Agency Visits*

19. 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.

20. Other Items as Presented