



AGENDA

FOR THE 198th MEETING OF THE UNIVERSITY CIVIL SERVICE MERIT BOARD

*The University Civil Service Merit Board (Merit Board) will convene for its 198th Meeting at **10:00 a.m., Wednesday, November 18, 2015**, at the State Universities Civil Service System (University 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 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 Merit 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 have been submitted to present public comments.
- 4. Appointment of new Secretary for the Merit Board (Action Item)**
The Board will appoint a new Secretary for the Merit Board.
- 5. Consideration of the Minutes of the 197th Meeting of the Merit Board, August 19, 2015 (Action Item)**
The Merit Board will be asked to approve the Minutes from the August 19, 2015 meeting.
- 6. Consideration of the Closed Minutes of the 197th Meeting of the Merit Board, August 19, 2015 (Action Item)**
The Merit Board will be asked to approve the Closed Minutes from the August 19, 2015 meeting.
- 7. Consideration of the Minutes of the Special Meeting of the Merit Board, September 17, 2015 (Action Item)**
The Merit Board will be asked to approve the Minutes from the September 17, 2015 meeting.
- 8. Consideration of the Closed Minutes of the Special Meeting of the Merit Board, September 17, 2015 (Action Item)**
The Merit Board will be asked to approve the Closed Minutes from the September 17, 2015 meeting.
- 9. Consideration to destroy the recording of the Closed Minutes of the Special Meeting of the Merit Board, March 11, 2014 (Action Item)**
The Merit Board will be asked to determine whether to destroy the recording of the Closed Session from the March 11, 2014 meeting.
- 10. Consideration of Discharge Proceeding Number UIC-15-12 filed against Laurence Dastych by the University of Illinois at Chicago (Action Item)**
The Merit Board will be asked to consider and act on matters surrounding this discharge case. The Merit Board will then be asked to adopt a decision and order on this matter.
- 11. Report of the Human Resource Directors Advisory Committee – Maureen Parks**
Maureen Parks will update the Merit Board on recent committee activities.
- 12. Report of the State Universities Civil Service Advisory Committee – Andy Small, Chair**
Chair Andy Small will update the Merit Board on recent committee activities.
- 13. Report of the Administrative Advisory Committee – Jeff Brownfield, Executive Director**
Jeff Brownfield will update the Merit Board on recent committee activities.

14. Update on adopted rule change to section 250.50 of the Code (80 Ill. Adm. Code §250.50) (Residency Requirements)

The Merit Board will be updated on the status of the adopted rulemaking.

15. Update and action on proposed rule change to section 250.60 of the Code (80 Ill. Adm. Code §250.60) (Rule of Three) (Action Item)

The Merit Board will be updated on the status of the proposed rule revision to section 250.60 of the Code regarding 'Rule of Three'. The Merit Board will be asked to authorize the submission of these revisions for the Second Notice Period and final JCAR review.

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

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

17. Discussion and action on proposed rulemaking to section 250.30 of the Code and section 250.50 of the Code (Action Item)

The Merit Board will be asked to authorize the circulation of these rule proposals to the universities and affiliated agencies for comments and publication in the Illinois Register for the First Notice Period.

18. Update on Public Officials Errors and Omissions Insurance for FY 2016

The Merit Board will be updated on the status of the Public Officials Errors and Omissions Insurance Policy.

19. Biennial Audit Program – Review of Recent Activities

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

20. Consideration of the 2016 Schedule of Meetings of the Merit Board (Action Item)

The Merit Board will be asked to review and adopt a meeting schedule for calendar year 2016.

21. Report of the Executive Director – Jeff Brownfield

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

- a. Compliance Audit performed by the Attorney General's office*
- b. FY 2015 Annual Report*
- c. Customer Satisfaction Survey Results/Analysis*
- d. Open Meeting Act requirement for the Administrative Advisory Committee and the Human Resource Directors Advisory Committee*
- e. FY 2016 and FY 2017 Budget Updates*
- f. Classification/Examination Update*

g. Agency Reorganization

22. Report of Legal Counsel – Jeff Brownfield, Executive Director

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

23. Other Items as Presented