



**MINUTES OF THE SPECIAL MEETING
OF THE UNIVERSITY CIVIL SERVICE MERIT BOARD –
SEPTEMBER 17, 2015**

**State Universities Civil Service System Office
1717 Philo Road, Suite 24
Urbana, Illinois 61802
&
(Video Conference)
University of Illinois at Chicago
College of Pharmacy
Room 270
833 South Wood Street
Chicago, Illinois
&
(Video Conference)
Southern Illinois University Carbondale
Miles Hall
Conference Room 003A
1255 Douglas Drive
Carbondale, Illinois**

Chair Montgomery called the meeting to order at 10:47 a.m.

Member present at the primary meeting location was: Karen Hasara, representing the University of Illinois.

Members present at the Chicago video conference location were: James Montgomery, Chair, representing the University of Illinois; Lyneir Cole, representing Western Illinois University; Marvin Garcia, representing Northeastern Illinois University; Marshall Hatch, representing Chicago State University; Brian Mitchell, representing Governors State University; and Jill Smart, representing the University of Illinois.

Member present at the Southern Illinois University Carbondale video conference location was: Donna Manering, representing Southern Illinois University.

Members absent were: Rocky Donahue, representing Illinois State University; Robert Marshall, representing Northern Illinois University; and Robert Webb, representing Eastern Illinois University.

Also present were: Bruce Finne, Interim Executive Director; Mari Martinelli, Manager, Legal Services and Legal Counsel; and Danielle Routh, Secretary for the Merit Board. Various other university employees and University System office staff were also in attendance.

Dr. Manering made a motion to adjourn to Closed Session at 10:47 a.m. to discuss personal matters of the search for the position of the Executive Director for the State Universities Civil Service System (University System). Mr. Cole seconded Dr. Manering's motion. In accordance with the Merit Board Bylaws, a voice vote was taken and the motion carried.

The Merit Board formally adjourned to Closed Session to discuss personnel matters. Section 2(c)(1) of the Open Meetings Act provides an exception to allow for this action.

Ms. Hasara made a motion to reopen the meeting. Ms. Smart seconded Ms. Hasara's motion. In accordance with the Merit Board Bylaws, a voice vote was taken and the motion carried. The meeting reopened at 11:21 a.m.

Ms. Hasara made a motion to appoint Jeff Brownfield as the new Executive Director of the University System. Mr. Cole seconded Ms. Hasara's motion.

A roll call vote was taken and the motion was approved with the following vote:

Ms. Hasara.....	Aye
Dr. Manering	Aye
Mr. Marshall.....	Absent
Mr. Mitchell.....	Aye
Mr. Montgomery.....	Aye
Ms. Smart	Aye
Dr. Webb.....	Absent
Mr. Cole.....	Aye
Mr. Donahue.....	Absent
Mr. Garcia	Aye
Rev. Hatch.....	Aye

Mr. Cole made a motion to go back into Closed Session to discuss the salary for Mr. Brownfield. Ms. Smart seconded Mr. Cole's motion. In accordance with the Merit Board Bylaws, a voice vote was taken and the motion carried. The Merit Board formally adjourned to Closed Session at 11:23 a.m.

Ms. Hasara made a motion to extend the offer to Mr. Brownfield for the Executive Director position for the University System with the base salary of \$110,000 annually with an effective date of September 18, 2015. Mr. Cole seconded Ms. Hasara's motion. In accordance with the Merit Board Bylaws, a voice vote was taken and the motion carried.

Ms. Hasara made a motion to adjourn the meeting. Mr. Mitchell seconded Ms. Hasara's motion. In accordance with the Merit Board Bylaws, a voice vote was taken and the motion carried.

The meeting adjourned at 11:40 a.m.

Respectfully submitted,

/s/ Danielle L. Routh

Danielle L. Routh
Secretary for the Merit Board

APPROVED:

/s/ James Montgomery

James Montgomery, Chair
University Civil Service Merit Board

November 18, 2015

Date