

STATE UNIVERSITIES CIVIL SERVICE ADVISORY COMMITTEE QUARTERLY MEETING
Wednesday, January 24th at 9:00am at the State Universities Civil Service System Office located at 1717 Philo Road, Suite 24, Urbana, Illinois 61802.

Chair Odom called the meeting to order at 9:10 a.m. on January 24th. Roll call was taken, and a quorum was present.

Present: Thomas Oliver Rosner, Elizabeth Cheek, Gary Gilpin, Jacqueline Pointer, Jill Odom, LaVitta “Vee” Steward 9:14 a.m., Michael Pulley, Andrew Harpst, Angelina Ross 9:14 a.m., Christa Lawhun, Mary Serio, Shauna Bishop, Sheryl Jones-Harper 10:02 a.m., Tenea Harris

Absent: None

Guests: SUCSAC Patrica Meyer, University of Illinois
 Mirella “Layla” Campos, University of Illinois - Chicago
 Lindsay Partlow, Eastern Illinois University
 Christina “Chris” Doe, Northern Illinois University

SUCSS Office Noel Rowe, HR Associate
 Jonah Jett, Audit Coordinator
 Gail Schiesser, Executive Director
 Christian Twombly, HR Officer
 Michelle Barclay, HR Representative

Installation of New Members and Reading of Oath:

Mirella (Layla) Campos – UIC, Christina Doe – NIU, Andy Harpst – UIUC, Jill Odom – UIUC, and Lindsay Parlow – EIU.

Jonah will provide Orientation for new members and members wanting a refresher. OMA training is required to be completed within 90 days of installation.

Public Comments: None

Review of Correspondence: None

Action Item

Approval of minutes of October 18th & 19th, 2023 Quarterly Meeting

Motion: To approval of October 18th & 19th, 2023 meeting minutes as amended

Made by: Christa Lawhun, **Seconded by:** Thomas Oliver Rosner

Roll Call Vote

Name	Aye	Nay	Name	Aye	Nay
Thomas Oliver Rosner	X		Angelina Ross	X	
Elizabeth Cheek	X		Gary Gilpin	X	
Jacqueline Pointer	X		LaVitta “Vee” Steward	X	
Jill Odom	X		Shauna Bishop	X	
Andrew Harpst	X		Tenea Harris	X	

Micheal Pulley	X		Christa Lawhun	X	
Mary Serio	X				

Motion Carried

Action Item

Election of Officers and Standing Committees (Voting tally sheets attached)

SUCSAC Officers: Chair- Jill Odom, Vice Chair- Jacqueline Pointer, Secretary- Tenea Harris

Executive Committee Officers: Chair- Jacqueline Pointer, Secretary- Angelina Ross

Legislative Committee Officers: Chair- Shauna Bishop, Secretary-

Election Committee Officers: Chair- Thomas Oliver Rosner (Parliamentarian), Secretary-

Paused@ 11:28 a.m., Reconvened @12:37 p.m.

Paused @ 1:36 p.m., Reconvened @ 1:48 p.m.

Action Item

First Reading of proposed Amendment of Constitution & Bylaws, Article C, Section 1 1.1 b and c removing references to the Election Committee.

Recessed @4:21pm

STATE UNIVERSITIES CIVIL SERVICE ADVISORY COMMITTEE QUARTERLY MEETING
Thursday, January 25th at 10:30am, at the State Universities Civil Service System Office located at 1717 Philo Road, Suite 24, Urbana, Illinois 61802.

Present: Thomas Oliver Rosner, Elizabeth Cheek, Gary Gilpin, Jacqueline Pointer, Jill Odom, LaVitta “Vee” Steward, Michael Pulley, Andrew Harpst, Angelina Ross, Christa Lawhun, Mary Serio, Shauna Bishop, Sheryl Jones-Harper, Tenea Harris, Patrica “Patty” Meyer, Mirella “Layla” Campos, Lindsay Partlow, Christina “Chris” Doe

Absent: None

Guest:

SUCSS Office- Noel Rowe, HR Associate
Jonah Jett, Audit Coordinator
Gail Schiesser, Executive Director
Christian Twombly, HR Officer
Michelle Barclay, HR Representative

Report of SUCSS Executive Director – Gail

Merit Board

Still missing two members, Eastern University and University of Illinois

Class Plan

HR DER Provided list that they feel needs to be fixed.
Working of New Audit Schedule
March 14, 2024, next Merit Board Meeting

Quarterly Meeting Schedule:

- January 24th & 25th
System Office
- April 25 & 26th
SIU-Springfield
- July 18th & 19th
SIU-Carbondale
- October 23rd, 24th, Council of Councils Friday, October 25th
UIC

Scheduled Special Committee Meeting to discuss Position Statement Regarding Place of Employment request from the University of Illinois System Office.

- February 7th, 2024, 9 – 11 A.M.
- February 23, 2024, 9 – 11 A.M.

Committee Reports attached as addendums

Motion to Adjourn: Christian “Chris” Doe **Seconded by:** LaVitta “Vee” Steward

A roll call vote was taken, and all were in favor.

The meeting was adjourned at 11:59 a.m. by Jill Odom.

Respectfully submitted,



Jacqueline Pointer, Secretary



Jill Odom, Chair

**THE STATE UNIVERSITIES
CIVIL SERVICE SYSTEM ADVISORY COMMITTEE
EXECUTIVE COMMITTEE**

The Executive Committee of the State Universities Civil Service Advisory Committee met on Thursday, January 25, 2024, at 9:00AM at the State Universities Civil Service System Office located at 1717 Philo Road, Suite 24, Urbana, Illinois 61802.

1. Call to order – Jacqueline Pointer, Chair: Meeting called to order at 9:04 AM

2. Roll call – Jacqueline Pointer, Chair

Members present: Elizabeth Cheek, Michael Pulley, Shauna Bishop, Angelina Ross, Vee Stewart, Jacqueline Pointer, Thomas Oliver Rosner, Jill Odom (ex officio).

Members not present: None

3. Introduction of guests: Tenea Haris, Chris Doe, Jona Jett, Gail Schiesser, Noel Rowe, Colton Kurtz, Lindsay Partlow, Michelle Barclay, Christa Lawhun, Mary Serio

4. Review of correspondence: None

5. Public comments: None

6. Action Item:

1. Election of Executive Committee Secretary: Angelina Ross self-nominated

Roll Call Vote

Name	Aye	Nay	Name	Aye	Nay
Elizabeth Cheek	X		Micheal Pulley	X	
Shauna Bishop	X		Angelina Ross	X	
Vee Stewart	X		Jacqueline Pointer	X	
Thomas Oliver Rosner	X		Jill Odom	X	

2. Election of Parliamentarian: Elizabeth Cheek declined, nominated by Shauna Bishop; Thomas Oliver Rosner accepted, nominated by Jacqueline Pointer; Micheal Pulley declined, nominated by Shauna Bishop

Roll Call Vote

Name	Aye	Nay	Name	Aye	Nay
Elizabeth Cheek	X		Micheal Pulley	X	
Shauna Bishop	X		Angelina Ross	X	
Vee Stewart	X		Jacqueline Pointer	X	
Thomas Oliver Rosner	X		Jill Odom	X	

3. Approval of the October 19, 2023 Executive Committee Minutes (As amended)
Motion made by: Jill Odom Seconded by: Michael Pulley

Roll Call Vote

Name	Aye	Nay	Name	Aye	Nay
Elizabeth Cheek	X		Micheal Pulley	X	

Shauna Bishop	X		Angelina Ross	X	
Vee Stewart	X		Jacqueline Pointer	X	
Thomas Oliver Rosner	Abstained		Jill Odom	X	

8. Other Items as Presented: Meeting minutes and agendas need to be submitted as soon as possible.

9. Adjournment: Motion made by Jacqueline Pointer to adjourn, seconded by Vee Stewart. Motion passed unanimously with Elizabeth Cheek, Michael Pulley, Shauna Bishop, Angelina Ross, Vee Stewart, Jacqueline Pointer, Thomas Oliver Rosner, Jill Odom (ex officio) voting aye. Meeting adjourned at 9:22 AM

Minutes of the January 25, 2024, SUCSAC Executive Committee respectively submitted by Jacqueline Pointer for approval.

Angelina Ross
Secretary, Executive Committee

Jacqueline Pointer
Chair, Executive Committee

To: Employee Advisory Committee
From: Jill Odom
Chair/Employee Advisory Committee
Date: January 24, 2024

Subject: Chair Report

The Merit Board's last meeting was on Thursday, November 30, 2023, at 1:00pm, with members participating in-person and remotely. Chair Jones presided over the meeting with six of the nine current members present. Jim Kvedaras from Governors State University was welcomed to the board. This leaves only two vacancies on the Merit Board: one member from NEIU and one member from the U of I are still to be named.

The board considered one discharge proceeding filed against Jameson Fradkin by the University of Illinois Urbana-Champaign. After a short discussion the board moved into executive session. After a rather lengthy discussion, they reconvened at 2:20. Upon return a motion was made, seconded, and motion carried to reinstate the employee after 180 days without pay.

Following the decision on the discharge matter was the public comment period. Seth Baker, counsel for the University of Illinois Urbana-Champaign spoke to call attention to defects that should have been clarified in the materials. Mr. Baker understood that the Merit Board had already ruled but wanted the comment in the Public Comment record.

Dave Beck, Regional Director for AFSCME Council 31 spoke next regarding Separate Place of Employment for the University of Illinois System Office. Mr. Beck stated that he was shocked at the decision of the Merit Board to approve the University of Illinois Systems Office as a separate place of employment without any input from the other groups affected. This change severely impacts Civil Service employees bumping and promotional rights which are determined by seniority. In the event of a layoff, individuals are often moved to another open position or at least into a position with less seniority. With this change, individuals are much more likely to indeed be laid off due to the significantly diminished employee base as the System Office is a fraction of the size of the entire University of Illinois Urbana-Champaign. Mr. Beck shared that Ms. Walters, an Office Support Specialist at the University of Illinois Foundation is currently 268 in seniority in the OS series on the Urbana campus but with this change her seniority would significantly change with only four individuals in front of her in the seniority list. In the event of a layoff, this could leave her out of a job. There was no advance warning of this change to a separate place of employment for the U of I System Office. Consider those who've recently moved from the campus to the Systems Office; they've lost their bumping rights back to the campus with this change limiting their promotional opportunities. Mr. Beck went on to state that this change also affects geography, the physical campus. The System Office has staff on all three campuses so instead of having rights to a position down the hall, an individual may have to fill a position on a different campus. This request for this need was raised by those who created the issues and posed to you without all of the relevant information. He formally requests that the Merit Board return to the status before the August vote to approve the System Office as a separate place of employment or allow for cross bumping rights to UIUC or UIC as prior to the change.

Jami Painter, Senior Associate Vice President and Chief Human Resource Officer for the U of I System spoke next. She stated that the System Office serves as an umbrella and system administration across the universities, closely related to but separate from each of them. Civil Service decisions are made by the campus instead of the System Office and they are seeking an innovative process. There are currently 52

employees, 8 of which are at the Foundation, that are designated as System Office employees. They will retain their benefits and bargaining units. She stated that they will lose their bumping rights to the individual campus but will not be adversely affected. Remote work allows for hybrid or fully remote work on all three campuses. The System Office has lean operations that exceed staffing levels and allows more time for Illinois Human Resources to support the Urbana-Champaign campus.

Shea Marshall, the State Director of the Union spoke next. She stated that contrary to Jami Painters statements, she has been told on multiple occasions that there has been trouble filling positions across the board. Several hundred positions will be affected if the System Office is allowed to become an entirely separate system. Jami Painter complains about a lengthy process, but Shea invites Jami to tell the unions who they report to. Bargaining rights will be stripped and Shea takes issue that employees will not be affected. When the hospital was designated as a separate place of employment, it caused huge issues. Still difficult to fill positions and this will exacerbate the issue further.

And finally, Ms. Shelly Walters, an Office Support Specialist with the Foundation spoke during the Open Comment Period. Shelly has been with the U of I for fifteen years. She was shocked to learn from the union about this and concerned that there was no information provided about the impact on employees from Human Resources. There are a wide variety of opportunities available to me but with this change those opportunities are vastly diminished. She asked the Merit Board to please reconsider and reverse your decision.

Next on the agenda was the report of HRDAC provided by Shari Mickey-Boggs, DER for the University of Illinois Urbana-Champaign. Shari spoke to having numerous one on one conversations with leadership when she came on board with the University of Illinois Urbana-Champaign. She believes the Civil Service Rules and Regulations keep the university from being nimble and current with others having no patience for the delays. It is a tight labor market, and the civil service system is different from other processes. We need new and innovative processes. Higher Education is facing similar changing tides from external elements. She stated three factors that are affecting the university:

1. The 4th Industrial Revolution – continued changes with speed beyond our current capabilities
2. Human Capital – inverted age pyramid. A survey by the Boston Consulting Group says the shortage of employees will continue
3. Tech – half of current skills will need to change in the next four years before we are eliminated

Her wish is to make changes that will move us forward. Rules reflective of bureaucracy of inflexibility. We need to change the statute, the rules, etc. to become more relevant to our needs. Need to focus on additional items on the list but for now, need to follow industry changes.

I followed Shari with my report on behalf of EAC. As usual, I first thanked the board for their service to our civil service employees and their attention to the matters brought before them. I shared that though there were several items that EAC worked on during 2023, there were five that I would speak to specifically. I went on to share that we met with HRDAC on three separate occasions to discuss the Rule of Three, Extra Help Extensions, testing concerns for non-custom classifications, Grant Funded Appointments, and the Residency Requirement.

1. Rule of Three – we requested data from HRDAC which was received at the System Office in December and EAC will be reviewing at our January meeting. At the time of the Merit Board meeting, EAC is not in favor of expanding the rule for two main reasons: one, there has not been enough time to warrant a change and two, EAC believes there are other significant issues related to the quantity of qualified applicants such as competitive salary.
2. Extra Help Extensions – cited the procedures manual regarding the use of Extra Help and the significant concern regarding the use or misuse of EH. EAC does not recommend extension of the 900-hour rule and agrees the current rule addresses the need for emergent extensions.
3. Testing concerns for non-custom classifications – testing concerns from HR revolve around needed changes to the rubric. EAC has their opinion on this however, any changes to the rubric

fall under the System Office and EAC is not involved there though fully supportive of the System Offices processes. HRDAC requested that the Evaluation of Experience Component be removed however, EAC feels this could open up the process to outside influence such as preference for a particular candidate rather than a fair and equitable assessment of the candidate pool. I shared EAC's main concern for the lack of open and continuous testing and maintaining current and ongoing registers which is also addressed in Rules and Procedures. EAC will continue to discuss testing concerns and report back to the Merit Board as needed.

4. Grant Funded Appointments – this discussion was tabled in April, opened in Aug, then continued discussion at the Oct meeting. EAC has a great deal of concern that employees hired as Grant Funded Appointments are denied certain rights and protections that status civil service employees receive. This is mainly a topic of concern for our research universities and the System Office is working with HRDAC on a process or possible position for a limited number of these. EAC will receive an update from Director Schiesser at our Jan meeting.
5. Residency Requirement – I shared our position statement with the Merit Board outlining our recommendations to support adoption of rules with the 4 requirements:
 - a. Establish and maintain residency within 180 calendar days of employment
 - b. Waived for applicants within a specified distance from the agency
 - c. Waived for small percentage (1% or less) of fully remote with approval from SO
 - d. Illinois Preference Points – determined by SUCSS

I went on to state that we will continue to work with the System Office and HRDAC on these and other matters related to our Civil Service employees and report back to the Merit Board on any of our recommendations and or concerns.

Then the real meat of the meeting occurred! Item number 13 on the MB agenda was Reconsideration of the Separate Place of Employment for the U of I System Office. This was indeed a lengthy discussion with all the MB members participating in the discussion, each with their own understanding of the previous decision and the obvious need to reconsider given the days Public Comment remarks. There was discussion as to whether the MB had the power to rescind their decision, should they postpone the effective date of the change of January 1, 2024, or should they rescind their August decision indefinitely and gather additional information. In the end, it was motioned, seconded, and motion carried to postpone and reconsider at the next Merit Board meeting with a date for implementation to be determined.

The remainder of the business on the agenda was conducted without any unusual circumstances and the next meeting of the Merit Board is scheduled for March 14, 2024, at 1:00pm. We will be discussing the Separate Place of Employment matter later in our meeting with Director Schiesser however, if you have not had an opportunity to attend a Merit Board meeting, I highly recommend that you make plans to attend the March meeting either in-person or virtually.

And now, in closing, I would like to again thank all of you for your dedication and support as we worked through these very important matters to our civil service constituents. Being a member of this committee is truly a significant commitment of your time and I truly, truly value each of you. Thank you and I'm looking forward to all the good work ahead for us.

Thank you, Jill Odom