Civil Service Council

­­­­Minutes

April 9th, 2024

8:30 a.m.

The Loft in 7th Street Underground

Members present: Aaron Allison, Ke'an Armstrong, Arlene Brown, Crystal Brown, Kristin Hupp, Mindy Hurst, Philip Kousma, Michelle Morgan, Lindsay Partlow, Jenny Stout, Justin Tierney, Nathan Wehr

Excused: Carrie Gossett

Others Present: Amy Morris

* 1. Call to Order - 4/9/24 8:29 AM

* 1. Approval of Minutes from the March 12, 2024 meeting
		1. Motioned by Crystal Brown and seconded by Kristin Hupp

* 1. Treasurer's Report (Stout) - no present
		1. Civil Service Council Scholarship
			1. Endowment - *26,711.74*
		2. Operating Budget *$170*

* 1. Committees
		1. Committee Reports
			1. **Election (standing)** – *Morgan (Chair), Hurst, Kousma, Tierney*
				1. Constitution Election – See Unfinished Business
				2. Council Member Election - See Unfinished Business

Need 4 candidates and 1 alt

Election will be May 15

* + - 1. **Personnel (standing)** – No report
			2. **Salary Plan Committee (standing)** – No report
			3. **Public Relations (special)** – No report
			4. **Scholarship (special)**
				1. President Morgan shared that it looked like there were already have 5 people apply, 4 appear to be eligible
			5. **Constitution and Bylaws (special)**
				1. See Unfinished Business

* 1. VPBA Updates – Vice President Business Affairs Matt Bierman shared the following information.
		1. Some University parking lots will be repaired this summer and fall; the university has received favorable bids and they are hoping to repair more lots than originally planned.
		2. Utility tunnel project is currently in the planning stages. Vice President Bierman stated “the timeline is aggressive” and they hope to have the work begin next spring.
			1. The University may see some steam and water outages because of the Utility tunnel project.
			2. Staff, faculty, and students can expect to see lots of construction fences and digging throughout campus while this project goes on.
			3. With the aggressive timeline they hope to be done in the fall of 2026.
		3. They have secured verbal agreements on the Science building. The next step is to get signatures from the state.
		4. Construction fences will be going up around the old steam plant to investigate some concerns with the smokestacks.
		5. The RFID inventory tracking software has been purchased. EIU is planning to hire a crew to place RFID tags.
			1. Approximately 10,000 - 12,000 items will need to be retagged.
		6. Buzzard and Lantz roof estimates are in, and the repairs to Lantz has been approved. There are still some questions about the Buzzard roof repair.
		7. Search Updates
			1. FPM director - first round of zoom interviews have started.
			2. Dean of student - may start as soon as this week.
		8. VPBA Bierman testified before state senate, and received a good response. He will testify before state representatives soon, and the University is hoping to get more than the governors 2% budget.
		9. Enrollment numbers appear to be even based on the number of student registrations. However, student deposits are down 28% from previous years.
		10. Direct Admissions - We have signed an agreement with 4 regional education offices for direct admissions based on students last 6 semester GPA.

* 1. HR Updates - No report

* 1. EAC Representative Updates – No report

* 1. New Business
		1. Staff Senate Update - Council President Morgan shared the following information.
			1. Staff Senate Elections to be held online April 24th.
				1. Non-Negotiated Civil Service (1 for 3-year term)
			2. AFSCME 981 approved a contract good for 3 years.

* 1. Unfinished Business
		1. Constitution and Bylaws Election Update - Council President Morgan shared the following information.
			1. Election April 17 from 12:01 am to 11:59 pm
			2. Modifications would be effective June 1.
			3. The Council will vote on accepting Constitution and Bylaws changes to the document at the May 14th meeting.
		2. Election for Council Representatives from District II – Council President Morgan shared the following information.
			1. Nomination forms are due April 30 at 4:30 pm ( <https://www.eiu.edu/council/constitution_bylaws_2024.php>).
			2. Four Representatives and one Alternate are needed for a 2-year term.
			3. Online election will be held May 15 from 12:01 am to 11:59 pm if necessary.
		3. Staff Senate
			1. Larry Shobe Memorial English Tea Garden update *(Armstrong/Morgan).*
				1. Michelle Morgan and Ke’an Armstrong shared they are now working with Marketing and Communications for next steps regarding the Larry Shobe Memorial English Tea Garden.
		4. Civil Service Council Scholarship *(Morgan)*
			1. President Morgan led the council in discussion of the scholarship deadlines and amount to be awarded. The council voted to award one (1) $1000 scholarship, with a deadline for application of May 1st which will be awarded by May 15th.
	2. Adjournment - 8:57 AM