

7-14-2015

July 14, 2015

Civil Service Council

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Recommended Citation

Civil Service Council, "July 14, 2015" (2015). 2015. 7.
http://thekeep.eiu.edu/civil_service_council_minutes_2015/7

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Civil Service Council Minutes
July 14, 2015
Rathskeller Loft, University Union
8:30 am

Members Present:

Angie Campbell, Rhonda Nichols, Cay Kolling, Bryan Callaway, Michelle Morgan, John Sigler, Anthony Redding, Jenny Stout, Melissa Gordon, Dan Crews, Laura Smith, Ryan Siegel, Lionel Sanders, Jerri Hinton.

Member's Absent:

Donna Noffke, Kelly Simmonds

Guests Present:

Richard Enyard, Director of Human Resources; Paul McCann, Interim Vice President of Business Affairs.

- I. Meeting was called to order at 8:30 am by President Campbell.
- II. Fall scholarship recipient is Kelly Simmonds.
- III. June minutes were approved electronically on June 15, 2015.
- IV. Treasurer Report
 - A. Scholarship balance is \$14,349 but not official for fiscal year end.
- V. Old Business- committee assignments finalized.
 - A. Election Committee – Sigler (Chair), Campbell, Gordon, Redding, Siegel
 - B. Personnel Committee – Nichols (Chair), Campbell, Kolling, Gordon, Hinton, Sigler
 - C. Public Relations –Crews (Co-Chair), Smith (Co-Chair), Callaway, Gordon, Noffke, Siegel, Simmonds
 - D. Scholarship committee – Morgan (Chair), Campbell, Gordon, Noffke, Sigler, Smith
- VI. New business
 - A. Jerri Hinton is retiring from the university July 31 so this will be her last meeting on Civil Service Council.
 - B. HR update
 - a. Review of bumping rights. Management to identify positions to eliminate. Must eliminate part time, probation, and temporary positions before status employees. Then falls to seniority within a class identified by hours worked in the class. Employee has 30 days to decide.
 1. Q) Is pay affected?
 - A) If current pay is within range of new position, it will stay the same. If current pay is higher than new position, then it has to be brought down to the new range.
 - b. A question was asked concerning the policy of working from home. Does all of the 37.5 hours have to be on campus? Answer Dr. Enyard gave was that there was no formalized policy for working from home and it is up to the supervisor for approval.
 - c. Found a company that might be able to provide Purchasing Power with no cost to the university. Zebit is the name of the company. Still investigating.
 - C. VPBA Update
 - a. Letter from President Glassman-- where we are going with cuts: --Furloughs for A&P based on salary. Anywhere from 9-14 days.

- Did not re-hire 26 faculty contracts and did not fill 10 that were empty
- Seasonal layoffs in facility will continue
- Additional layoffs are forthcoming. Hoping to have finalized decision by end of month.
- would like to see state budget be finalized before making final decisions.

b. Q&A

Q) Will student employees be eliminated?

A) If it is work study program they cannot be eliminated. But if it is a student working as a regular employee, they can be eliminated.

Q) Positions require notice?

A) Will comply with all rules and policies.

Q) How will furloughs be handled?

A) They will occur over the current fiscal year and will be handled by each department as to not affect the daily operations of the university.

Q) How will this affect the students? Will classes still run?

A) Nothing has been determined concerning classes—class size could change. Intent is to not affect the students.

Q) How are parents/students perceiving what's going on? PR to recover?

A) Will be a negative impact but trying to reassure that EIU is still here.

Q) Are all areas affected? Any reduction in administration besides furloughs?

A) All areas are affected. No more reductions to administration anticipated.

Q) Any discussion to remove the associate positions?

A) Don't assume anything yet but no formalized decisions have been made.

Q) Has offering early retirement options been considered?

A) Not really because that cost money to be able to do this.

VII. Motion to Adjourn (Crews/Gordon). The meeting was adjourned at 09:50 am.

Upcoming Meetings:

August 11, 2015 7th Street Underground Loft

September 8, 2015 7th Street Underground Loft

October 13, 2015 7th Street Underground Loft

November 10, 2015 7th Street Underground Loft

December 8, 2015 7th Street Underground Loft

All non-negotiated Civil Service employees are welcome and encouraged to attend.