

STATE UNIVERSITIES CIVIL SERVICE ADVISORY COMMITTEE
QUARTERLY MEETING April 19, 2012
Northern Illinois University

Chair Julie Benedict called the meeting to order. Roll call was taken, and a quorum was present.

Present: Mike Aper, Maureen Bendoraitis, Julie Benedict, Larry Curtis, Gary Fry, James Jones, Darlene Kendall, Kim Kirchner, Paul Kruszynski, Rick Marr, Cris Milliken, LaTania Milner, Vicki Nelson, Denise Rothenbach, David Ryan, Peter Skrypkun, Andy Small, Glenn Warfield, and Linda Wense

Absent: Dena Gary

Seating of Members

Mike Aper, UIUC, Larry Curtis, SURS, and Andy Small, NIU were seated as new members. Together, the EAC committee read the Charge and Obligation.

Welcome -

Andy Small on behalf of the NIU President and administration welcomed the committee. Dr. John Peters, NIU president; Dr. Eddie Williams, Executive VP and Chief of Operations, Finance and Facilities; and Dr. Steve Cunningham, VP of HR and Compliance, Finance and Facilities are to address the committee at Friday's meeting.

Minutes: James Jones made the motion to approve the minutes of the January 2012 meeting. Rick Marr seconded the motion. A roll call vote was taken.

Mike Aper	abstain	Darlene Kendall	aye	Denise Rothenbach	aye
Maureen Bendoraitis	abstain	Kim Kirchner	aye	David Ryan	aye
Julie Benedict	aye	Paul Kruszynski	aye	Peter Skrypkun	aye
Larry Curtis	abstain	Rick Marr	aye	Andy Small	abstain
Gary Fry	aye	Cris Milliken	abstain	Glenn Warfield	aye
Dena Gary	absent	Latania Milner	abstain	Linda Wense	aye
James Jones	aye	Vicki Nelson	abstain		

Motion passed. Minutes approved.

Report of Chair – Julie Benedict

Academic Advisory and HR Directors satellite meetings went well. EAC and HR committees met in the past. Meetings stopped due to personnel changes. Sub groups were to meet and only met once. A reach out made to U of I Executive Director and Associate Vice President for Human Resources, Maureen Parks was received well. There is a possibility of a meeting between EAC and HR Directors. The committee was asked to get to know and educate merit board members in a show of support. Inviting them to meetings was suggested.

SURS Update – Larry Curtis

A handout was distributed. SURS has received 3,000 retirement applications due to the upcoming 07/01/12 actuarial changes that affect the money purchase factor. UIC and UIUC represented the most applications. SURS is processing application preliminary estimates to final determinations in 60-90 days. Reciprocal systems take six months. SURS is currently solvent. House Bill 4996 regarding retirees returning to work passed the house. Annuitants can work 18 weeks and earn 40% of annual earnings then university must pay to SURS monthly annuity.

Report of Executive Director – Tom Morelock

Register maintenance, trainee to intern, extensions of probationary period, and discharge process were all adopted. Rule change 250.30 regarding exemptions of Principle Administration has been strongly opposed. A form letter was circulated resulting in over 500 letters being sent to JCAR. Facts in letter were incorrect. One issue was systems office not having resources. Merit Board gave the authority to universities in the nineties. Prior to that change, decisions made by SUCSS took 24-48 hours. Committee members were encouraged to submit letters of support for the rule change to JCAR. All comments are to be sent to Abby Daniels at the systems office. Use facts in your statements and FOIA requests to see comments.

A handout was distributed unveiling the Demonstration Project. The project is a three year long analysis of the Rule of Three, beginning July 1, 2012 and ending June 30, 2015. University participation in the project is optional. The project will have same standards of the ending pilot program. The top 3 scores not top 3 individuals will be referred for interviews. The goal of the program is to allow employing units to interview a larger more diverse applicant pool. Employing departments should be more involved. The project will not apply to all classifications.

Three examinations had been compromised; Associate Agricultural Research technician, Tree Surgeon, and Admissions and Records Series.

Budget - \$96,000 more has been requested. Last year \$74,000 was lost. Line items will be transferred. The systems office has a new intern, attorney, Mari Martinelli.

Classification plan update was given by Jeff Brownfield. Classifications with status pending; Adm. Aide, Adm. Asst., Collection specialists, Cooks & Food Service, Financial Advisor, Medical Insurance Specialist. Combining Medical Office Series was mentioned.

Audit update was given by Cindy Neitzel. NIU final; UIS final; UIUC draft 02/10/2012; NEIU final; SIUC draft; WIU February; SIUE March; UI College of Med. Peoria April; UIC June. Audit steps were explained as audit, draft, administrative response, agreement or recommendations, then final.

Legal update was given by Abby Daniels. Open Meetings Act training was discussed. Use Internet Explorer for link. OMA allows electronic attendance. EAC bylaws do not.

Recognition of James Jones – Julie Benedict presented retiring member James Jones with a plaque commemorating his 15 years of service on the EAC committee. Gary Fry also presented Mr. Jones with departing mementos.

Gary Fry motioned to adjourn. Motion was seconded. Meeting adjourned.

STATE UNIVERSITIES CIVIL SERVICE ADVISORY COMMITTEE
QUARTERLY MEETING – April 20, 2012
NORTHERN ILLINOIS UNIVERSITY

Chair Julie Benedict called the meeting to order. Roll call was taken, and a quorum was present.

Present: Mike Aper, Maureen Bendoraitis, Julie Benedict, Larry Curtis, Gary Fry, James Jones, Darlene Kendall, Kim Kirchner, Paul Kruszynski, Rick Marr, Cris Milliken, LaTania Milner, Vicki Nelson, Denise Rothenbach, David Ryan, Peter Skrypkun, Andy Small, Glenn Warfield, and Linda Wense

Absent: Dena Gary

Report of Designated Employer Representative (DER) of Host Campus – Andy Small introduced Dr. Eddie Williams, Executive VP, Chief of Operations, Finance and Facilities. Dr. Williams welcomed and thanked the committee.

Dr. Steve Cunningham, VP of HR and Compliance, Finance and Facilities was introduced by Andy Small. Dr. Cunningham is considered an expert on pension reform. Dr. Cunningham gave an informative presentation on current pension reform and how employees are and would be affected. Dr. Cunningham thanked Executive Director Tom Morelock and expressed that NIU supports SUCSS. Dr. Cunningham ended his presentation saying EAC is a great influence. Chair Julie Benedict thanked Dr. Cunningham for his support and presentation.

Discussion Topics -

1. EAC Roles and Challenges – There are always obstacles. Chair Benedict desires to provide resources for issues. Campus Administration reaches out to campus senate and government committees, and we want to include EAC as well. We need to educate.
2. Departments are short staffed, Lack of centralization in HR, and Merit Board knowledge of individual EAC members. We discussed inviting merit board members to the council meetings as well as the EAC meetings. Talk with HR departments.
3. Travel costs – A centralized meeting location was suggested to cut travel costs. It's important to travel to universities for educational purposes, should travel on work time, perhaps alternate years between north and south, two meetings per year in a central location, budget
4. How can EAC get word out to employees in an approved manner? It was suggested to work with staff councils.
5. Release time for meetings – some employees discouraged from running for election.
6. EAC members need to make an impact. Members need to educate employees, administration, and update mission statement.
7. Members were challenged to think about what each would do after leaving meeting today. Can you do more? Do you have an action plan?
8. Action plan – Support demonstration program, Send PAA, AP, comments in support of rule change 250.30 to Abby stating facts. Encourage other employees.

9. Email ideas to Julie.

10. Secretary to send bullets with highlights of meeting to members.

Introduction of NIU president -Andy Small introduced Dr. John Peters, President of NIU. Pres. Peters thanked EAC members for what we do. He expressed his pride in being a member of IL Higher Education and was grateful for no lay offs due to budget. Pres. Peters thanked Executive Director Morelock. President Peters and other university presidents are heavily involved in pension reform advocating for university employees. Chair Benedict thanked Dr. Peters for taking time out of a busy schedule to address the committee.

Executive Committee Report – No report

Legislative Committee Report – Officers elected; President, Peter Skrypkun; Secretary Kim Kirchner.

Election Committee Report – A special election will be held at UIC to fill vacancy created by James Jones retirement.

Other Items as Presented – Rick Marr thanked committee members who provided comments re: wellness programs. Cris Milliken requested members email her with comments on how diversity is dealt with at their respective campuses.

Dave Ryan motioned to adjourn. LaTania Milner seconded the motion. Meeting adjourned.

Respectfully submitted,

Kim Kirchner, Secretary

Julie Benedict, Chair