

***STATE UNIVERSITIES CIVIL SERVICE ADVISORY COMMITTEE
QUARTERLY MEETING JANUARY 16-17, 2014 Hosted by UIUC at
State Universities Civil Service System Office, Urbana, IL***

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

Present: Michael Aper, Julie Benedict, Jack Chavez, Larry Curtis, Michael Diiacova, Gary Fry, Dena Gary, Ann Jaso, Darlene Kendall, Kim Kirchner, Rick Marr, Cris Milliken, LaTania Milner, Mark Murphy, Michael Pulley, Denise Rothenbach, Peter Skrypkun, Andy Small, Anthony Travelstead, and Glenn Warfield

Absent: All present

Seating of New Member and Reading of Oath: Jack Chavez, Northeastern Illinois University, was seated and the oath read by members of the committee.

Minutes: Cris Milliken motioned to approve the minutes of the October 2013 quarterly meeting. Andy Small seconded the motion. A roll call vote was taken.

Mike Aper	Aye		Dena Gary	Aye		LaTania Milner	Aye
Julie Benedict	Abstain		Ann Jaso	Aye		Mark Murphy	Aye
Jack Chavez	Abstain		Darlene Kendall	Aye		Michael Pulley	Aye
Larry Curtis	Abstain		Kim Kirchner	Aye		Denise Rothenbach	Aye
Michael Diiacova	Aye		Rick Marr	Aye		Peter Skrypkun	Aye
Gary Fry	Aye		Cris Milliken	Aye		Andy Small	Aye
						Anthony Travelstead	Aye
						Glenn Warfield	Abstain

Motion carried.

Report of Chair – Julie Benedict

Julie stressed the importance of good communication between the committee and HR, Merit Board Members, etc. in hopes the committee would be taken seriously and our voices heard. Julie informed the committee she would not accept a nomination to serve as chair.

Election of Officers: Elections of officers and committees were held with the following results.

Chair – Andy Small

Vice Chair – Michael Pulley

Secretary – Kim Kirchner

Parliamentarian – Denise Rothenbach

Executive Committee – Michael Pulley (chair), Gary Fry (secretary), Mike Aper, Rick Marr, Cris Milliken, Denise Rothenbach (parliamentarian), Peter Skrypkun, and Andy Small(exio)

Legislative Committee – Peter Skrypkun (chair), Ann Jaso (secretary), Anthony Travelstead, Glenn Warfield, and Andy Small (exio)

Election Committee per By-laws is comprised of the following officers – Denise Rothenbach (EAC Parliamentarian, chair of elec. committee); Andy Small (EAC chair); Kim Kirchner (EAC secretary); Michael Pulley (chair of executive committee); and Gary Fry (secretary of executive committee)

Chair Andy Small thanked Julie Benedict for her service as chair of the committee. Michael Pulley presented a commemorative gavel to Julie as a token of the committee's appreciation.

Michael Pulley presented a gavel to Andy Small to serve as the official gavel to be handed down to each chair's successor.

SUCSAC (EAC) Purpose and Expectations - Discussion

The committee was established to serve in an advisory capacity to the Merit Board. The importance of proper communication between the committee and the board was stressed.

Roles of committee members vary by campus. Some members are called upon to represent employees with personnel issues. It was stressed the role of an EAC member is not to use their membership on the committee as a tool to advocate for the employee. There are no rules against EAC members serving on other councils or committees on campus. Any civil service employee reserves the right to be an EAC member.

SURS Update – Larry Curtis

A handout prepared by the SURS Legal Department was distributed entitled; *Public Act 98-599 Pension Reform In a Nutshell*. Larry stated the handout is for informational purposes only, as well as any other information provided by SURS. As it stands now information can change at any time.

Report of Executive Director – Tom Morelock

Returning to work by retirees: Working 18 weeks in an academic year was dropped from the definition of an Affected Annuitant. The academic year is September 1 – August 31. A rehired retiree becomes an Affected Annuitant if paid more in an academic year than 40% of his/her highest annual earnings rate prior to retirement. The earliest someone can be deemed an Affected Annuitant is August 2014.

Classification Plan Update – Jeff Brownfield

The classification of Program Student Advisor has been added to the custom classifications. Some classifications will be affected by the implementation of the Affordable Care Act. The Police Lieutenant examination is now a credential assessment. Police chiefs have offered to pay for the new examinations. University of Illinois will receive payment not the State Universities Civil Service System. 60% of examinations are now electronic.

Audit Update – Cindy Neitzel

The FY 13 audit of Northern Illinois University has been finalized. The University of Illinois Urbana Champaign audit draft was issued 12/11/13. Out of 320 positions sampled, 281 should have been classified as civil service. UIUC will have a supplemental audit. Areas that have large shifts from civil service to principle administrative appointments are targeted during an audit.

Audit Update cont'd –

A draft for University of Illinois Springfield was issued 01/15/14. Northeastern Illinois University draft is pending. Illinois Community College Board and UIC-Division of Specialized Care for Children audits were finalized with no findings.

Legal Update – Mari Martinelli

There have been 24 written notices of discharge for FY14 with three hearings requested.

Budget Update – Tom Morelock

The FY14 budget has been exceeded. An increase has been requested.

The systems office has requested to hire two additional employees for six months.

A rubric is needed for revising the exemption procedures. The cost of an outside agency doing the job analysis is astronomical. The cost may result in savings of compensation in the future.

The motion was made and seconded to adjourn the meeting. Meeting adjourned.

STATE UNIVERSITIES CIVIL SERVICE ADVISORY COMMITTEE

QUARTERLY MEETING – January 17, 2014

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

Present: Mike Aper, Julie Benedict, Jack Chavez, Larry Curtis, Michael Diiacova, Gary Fry, Dena Gary, Ann Jaso, Darlene Kendall, Kim Kirchner, Rick Marr, LaTania Milner, Mark Murphy, Michael Pulley, Denise Rothenbach, Peter Skrypkun, Andy Small, Anthony Travelstead, and Glenn Warfield

Absent: Cris Milliken

Approval of 2014 Meeting Dates

The following dates and locations have been suggested for 2014: January 16-17 @ UIUC, April 10-11 @ EIU, July 17-18 @ UIS, October 15-16 @ SIUC to coincide with Council of Councils. Julie Benedict made the motion to approve the dates. LaTania Milner seconded the motion. A roll call vote was taken.

Mike Aper	Aye	Dena Gary	Aye	LaTania Milner	Aye
Julie Benedict	Aye	Ann Jaso	Aye	Mark Murphy	Aye
Jack Chavez	Aye	Darlene Kendall	Aye	Michael Pulley	Aye
Larry Curtis	Aye	Kim Kirchner	Aye	Denise Rothenbach	Aye
Michael Diiacova	Aye	Rick Marr	Aye	Peter Skrypkun	Aye
Gary Fry	Aye	Cris Milliken	Absent	Andy Small	Aye
				Anthony Travelstead	Aye
				Glenn Warfield	Aye

Motion carried.

Executive Committee Report – none

Legislative Committee Report – Peter Skrypkun, WIU will be the chair and Ann Jaso, GSU will be the secretary of the committee.

Election Committee Report – none

There are several elections coming up this year. Director Morelock requested that the committee remember to inform the systems office of each election and results and to follow all legal requirements.

Other Items as Presented

Discussion: Electronic Voting - A poll was taken to see if each campus uses electronic voting. The security of electronic voting was questioned. It was suggested voter turnout would be better. The executive committee is to meet prior to the next Merit Board meeting in February to check by-laws and discuss electronic voting.

Discussion: Lack of attendance of Merit Board members at Merit Board meetings- Concern has been expressed regarding members lack of attendance at meetings. It was suggested a formal letter be written to Director Morelock voicing our concerns. The decision was later made for Chair Andy Small to formulate a letter and present it himself at the next Merit Board meeting. The next Merit Board meeting is February 11, 2014.

Discussion: Focus Group – The focus group and its purpose were explained. The focus group was formed to discuss the exemption revision issue. The chair and vice chair of EAC are members. The focus group has met but nothing has been resolved.

Discussion: Employee Advocate- It was discussed if each campus has an employee advocate and his or her role. Some campuses have an ombudsman. Some a senate member is designated. Others have volunteers. It was asked if they receive formal training.

Discussion: Concealed Carry- Concealed Carry campus policies were discussed.

Michael DiIacova motioned to adjourn. Darlene Kendall seconded the motion. Meeting adjourned.

Respectfully submitted,

Kim Kirchner, Secretary

Andy Small, Chair