

STATE UNIVERSITIES CIVIL SERVICE ADVISORY COMMITTEE
QUARTERLY MEETING July 16-17, 2015 at
University of Illinois-Chicago, Student Center East, 750 S. Halsted St., Chicago, Illinois

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

Present: Michael Aper, Jack Chavez, Mindy Conlee-Stevens, Michael Diiacova, Darlene Kendall, Kim Kirchner, Rick Marr, LaTania Milner, Mark Murphy, Michael Pulley, William Ramm, Andy Small, and Anthony Travelstead

Absent: Ann Jaso, Peter Skrypkun, and Jamie Voyles

The agenda was amended to accommodate our guest speakers.

Introduction of Guests: UIC guests attending were Mark Donovan, Vice Chancellor for Administrative Services and Michael Ginsburg, Interim Assistant Vice President of Human Resources

Mr. Donovan, a 31 year UIC employee, welcomed the committee to the campus. UIC has a new Chancellor, Michael Amiridis and the University of Illinois has a new president, Timothy Killeen. UIC has 29,000 students with 16-17,000 being undergraduates. Approximately 3800 students live on campus. Freshmen are not required to live on campus. Economic times are requiring more out of state recruiting. UIC in-state tuition per semester is \$5292 plus approximately \$2,000 in fees. Room and board will approximately double the cost. Mr. Ginsburg has been a UIC employee for 38 years. He stated Human Resources is often the bridge between what people want and what can actually be done.

Minutes: Michael Pulley motioned to approve the minutes of the April 2015 quarterly meeting. Darlene Kendall seconded the motion. A roll call vote was taken. Motion Carried.

Mike Aper	Aye	Mark Murphy	Aye	
Jack Chavez	Aye	Michael Pulley	Aye	
Mindy Conlee-Stevens	Aye	William Ramm	Aye	
Michael Diiacova	Aye	Peter Skrypkun		
Ann Jaso		Andy Small	Aye	
Darlene Kendall	Aye	Anthony Travelstead	Aye	
Kim Kirchner	Aye	Jamie Voyles		
Rick Marr	Aye			
LaTania Milner	Aye			

Installation of New Member: Vance Woods, Eastern Illinois University was seated. Together the committee read the Oath and Obligation. New Member, Bill Buesing, UIUC will be seated in October.

Review of Correspondence: Andy read a letter from Gary Fry announcing his upcoming retirement and therefore resignation as an EAC member. (Attachment I)

Public Comments: None

Report of Chair: Andy Small Andy thanked Mr. Donovan and Mr. Ginsburg for speaking before the group and commented that UIC has been the lighthouse for other campuses on job analysis and reclassifications. Andy thanked Michael Dilacova and the other members from UIC for a great job of hosting the meeting. Dr. Montgomery, UIC merit board member, had been invited to attend this meeting but is unable to do so.

Bruce Finne has been named Interim Director of the State Universities Civil Service System and will join us tomorrow. Mr. Finney is retired from the State Employees Retirement System and brings with him a wealth of knowledge. Mr. Finne will attend the meeting tomorrow with other representatives from the system office.

The search for a permanent director is underway. Andy is a member of the search committee chaired by Karen Hasara, merit board member from UIUC. Applications are due 7/26/15 and the search committee meets 7/27/15. Thirty six applications have been received thus far. A skype interview is to be held in September. A personal interview is to be held with the final 3 or 4 candidates. A hire is expected to be made by October.

State Budget Allocations: The state continues to operate without a budget.

SURS Report: Andy Small - Andy had spoken with Brenda Dunn, HR director from the State Universities Retirement System. SURS no longer desires to have representation on EAC. Larry Curtis will attend meetings held near Champaign and deliver a report as a representative from SURS. Andy presented a handout report sent from SURS entitled SURS Report to EAC July 16, 2015 (Attachment II)

Mark Murphy informed the group Ed McMillan is the new Board of Trustees Chair. Timothy Killeen is the new university President, and Michael Amiridis, the new chancellor. U of I EAC will meet 9/8/15.

The Agenda was amended to accommodate the systems office to report on Friday.

Report of Executive Committee: Michael Pulley The committee has not met. A seat on the committee needs to be filled due to Gary Fry's resignation. Mindy Conlee-Stevens volunteered to serve on the committee.

Report of Legislative Committee: None

Report of Election Committee: None - Discussion ensued with elections to be held at UIUC, NEIU, NIU, DSCC, and UIC. A notice of election template is to be sent to campus HR. A handout was distributed from the executive committee entitled *Security Requirements* (Attachment III)

The committee was reminded the October meeting to be held at ISU will commence on Wednesday, 10/14/15 at 1:00 PM. and Thursday, 10/15/15 at 9:00 AM to accommodate the Council of Councils to be held Friday, 10/16/15.

Discussion: A motion was made by Darlene Kendall and seconded by Michael Pulley to purchase plaques for departing members. The motion carried. Kim Kirchner is to purchase the plaques.

Mike Aper motioned to adjourn. Michael Dilacova seconded. Motion carried. Meeting adjourned.

*STATE UNIVERSITIES CIVIL SERVICE ADVISORY COMMITTEE
QUARTERLY MEETING July 16-17, 2015 at
University of Illinois-Chicago, Student Center East, 750 S. Halsted St., Chicago, Illinois*

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

Present: Michael Aper, Jack Chavez, Mindy Conlee-Stevens, Michael Diiacova, Darlene Kendall, Kim Kirchner, Rick Marr, LaTania Milner, Mark Murphy, Michael Pulley, William Ramm, Andy Small, Anthony Travelstead, Vance Woods, and Jamie Voyles

Absent: Ann Jaso and Peter Skrypkun.

SUCSS Interim Director Bruce Finne was introduced. Mr. Finne gave the group his background of retiring from SERS and his intentions to be as productive as possible in his short tenure. Mr. Finne had attended a HR directors meeting and notices our discussions were similar. He agreed with a collaborative meeting of the two groups to be held in January.

Report of the Director: Representatives from the system office presented the following reports.

1. **Update on the residency requirement Rule Change Proposal:** The proposal passed JCAR. Residency must be established within six months. The classes proposed to use the rule are professional, semi-professional, and managerial.
2. **Update on Rule of Three, HB3102:** The rule change is on the governor's desk waiting for signature. An implementation date has not yet been determined. Campuses will have to rewrite human resources computer programs.
3. **Audit Report:** Final reports have been issued for UIC, Governors State, and ISU. A draft has been completed for NIU. The FY-16 schedule has not been posted. The possibility has arisen for a triennial vs. biennial audit. This would require changes. More campus data would need to be collected and analyzed in addition to other changes. The change needs merit board approval. A survey is to be sent to HR departments. Rick Marr expressed concern on the amount of time it will take to correct findings since mistakes would have been able to be committed longer. Mr. Finne commented that campuses with more frequent infractions possibly being audited more frequently and campuses with less infractions being audited less frequently. The U of I supplemental audit has been suspended. WIU was to provide quarterly reports regarding exemptions cited in the audit that also was not completed.
4. **Class Plan Update:** A handout was distributed. Topics of information were layoffs and seniority rights. Updates were given on police exams, possible typing test elimination, clerk and office support series revisions, police corporals, and deletion of unused classes.
5. **Legal Update:** Update was given on discharge statuses.
6. **Merit Board Activities:** Information was reiterated on the search for a permanent Executive Director.

Other Items as Presented: On the topic of limiting language in the rule proposal, Michael Pulley reiterated that all positions are considered civil service until exempted. The rule speaks for itself.

Mike Aper suggested HR Directors meetings be subject to the Open Meetings Act as we are. There should be transparency of all meetings. The subject is to be investigated further.

Andy is to invite the HR Directors group to a joint meeting.

LaTania Milner motioned to adjourn. Darlene Kendall seconded the motion. The motion passed and meeting was adjourned.

Respectfully submitted,

Kim Kirchner, Secretary

Andy Small, Chair

