

***THE STATE UNIVERSITIES CIVIL SERVICE SYSTEM  
ADVISORY COMMITTEE  
EXECUTIVE COMMITTEE***

*The Executive Committee of the State Universities Civil Service System Advisory Committee met on Monday, November 26, 2018 @ 9:50 a.m. UIC-Division of Specialized Care for Children, 3135 Old Jacksonville Road, Springfield, IL 62704.*

**EAC Chair, Jill Odom called the meeting to order. Roll call was taken; a quorum was present.**

**Present:** Jill Odom – Ex Officio, Chris Allen, William Burnside, Richard Marr, Vivian Williams

**Absent:** Mark Murphy – Chair, Mary Schultz, Michael Pulley (participated via conference call)

**Guests:** Jeff Brownfield, Executive Director SUCSS, Kim Kirchner, EAC

**Review of Correspondence:** None

**Public Comments:** None

**Presentation from SUCSS Exec. Director; Grant Funded Act/Rules/Procedures and Feedback**

- J. Brownfield:
  - Presented an update on the proposed Administrative Rule pertaining to §36h, Appointments, (70/36h. Appointments). No concerns were raised pertaining to the additional language, page 3 of handout (attached).
  - Discussion was held about the proposed pertaining to Grant-funded Appointments. The current rule pertaining to Temporary Appointments was used as the template. Concern was pertaining to language which would exempt employees in grant-funded positions from being bumped, page 4 of handout (attached).
  - A definition needs to be developed to clarify what is meant by “grant funds.”
- Furlough Rule passed JCAR and is tentatively anticipated to become effective January 1, 2019.
- The Merit Board will meet in Chicago on Thursday, November 29, 2018.
  - Potential 2019 meeting dates are: February 21, May 23, August 29 and December 5.
- Spring 2019, SUCSS to begin auditing with the new procedures.

**Recommended Additions and Amendments to the SUCSAC Constitution and Bylaws**

- Discussion was held on proposed revisions submitted by Committee members.
- C. Allen moved to temporarily suspend this discussion to allow for discussion on cloud storage while a quorum was present. Second by V. Williams. Motion carried.
- Discussion resumed after discussion on cloud storage was suspended until the December meeting.
- All changes would be incorporated into the edits proposed by M. Pulley and reviewed at the December meeting.
- The goal is to have all revisions approved by Committee at the December meeting to be presented to the full body at the full EAC meeting in January as the 1<sup>st</sup> reading.

**Recommended Additions and Amendments to the SUCSAC Member Manual**

- Discussion was held on proposed revisions submitted by Committee members.
- Revisions are primarily grammatical and/or formatting corrections.
- All links are to be check to ensure that the URLs are correct.

- The current chart on page 8 will be replaced with organizational chart and moved under the Advisory Boards heading as the last item.
- The revisions will be finalized at the December meeting.

**Cloud Storage Solution for SUCSAC: Setup, Rules, and Procedures**

- Discussion was held on the need for cloud storage to serve as an archival system for all EAC records to eliminate paper storage. M. Pulley advised that the Systems Office was considering a trial period using DropBox as the repository. Should the Systems Office employ DropBox after the trial period, EAC's records would be stored on that system.
- J. Odom or M. Pulley will contact the Systems Office's IT representative for additional information.
- Additional discussion was held on what the plan would be should the Systems Office decided not to continue with DropBox after the trial period. No decision was reached. V. Williams moved to suspend discussion and voting on a cloud storage solution until December 3, 2018. Second by R. Marr. Motion carried.

**Other Items Presented:**

- R. Marr motioned that the review of the October meeting minutes be done at the December 3 meeting. Seconded by W. Burnside. Motion carried.

**Motion to Adjourn:** Chris Allen

**Seconded by:** William Burnside

**Respectfully submitted,**

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**Vivian Williams**  
Secretary, Election Committee

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**Michael Pulley**  
Chair, Executive Committee