

AGENDA FOR THE STATE UNIVERSITIES CIVIL SERVICE ADVISORY COMMITTEE MEETING

The State Universities Civil Service Employee Advisory Committee will convene its second quarterly meeting on Wednesday, April 17th at 8:30am and Thursday, April 18th, 2019 at 9:00 a.m. at the State Universities Civil Service System office at 1717 Philo Road., Urbana, IL 61802.

Agenda Item Number

SUBJECT

- 1. Call to Order – Chair Jill Odom**
- 2. Roll Call – Secretary Mary Schultz**
- 3. Installation of New Members and Reading of Oath**
 - a. Andrea Hoskinson – UIC–DSCC**
- 4. Designated Employer Representative (DER) of Host Campus**
 - a. Elyne Cole – Senior Associate Chancellor for Human Resources**
- 5. Public Comments**
- 6. Review of Correspondence**
- 7. Introduction of Guests**
- 8. Approval of minutes of the January 2019 Quarterly Meeting (*Action Item*)**
- 9. Report of Chair – Jill Odom**
- 10. Report of Executive Committee**
 - a. Recommended Changes to the SUCSAC Constitution and Bylaws**
2nd Reading (*Action Item*)
 - b. Approval of 12/3/18 & 1/10/19 Exec Committee Meeting Minutes –**
(*Action Item*)
- 11. Report of Legislative Committee**

12. Report of Election Committee

- a. **11/26/18 Election Committee Meeting Minutes – No Action Need, No Quorum Present**
- b. **Approval of 12/03/18 & 1/10/19 Election Committee Meeting Minutes**
(Action Item)

13. WIU Update

14. Registers

- a. **How are registers managed? Purged?**
- b. **What are the reasons an individual can be taken off of a register?**
 - i. **Gap in service: Workers Comp, Disability, Disciplinary reasons...**
- c. **What type of notification is there?**

15. Council or Senate Structure & Function

- a. **Structure**
 - i. **Civil Service Council or Academic Prof Council or Combined**
- b. **Reporting line**
 - i. **DER, Chancellor, etc.**
- c. **Function / Role**

16. Report of SUCSS Executive Director – Jeff Brownfield

- a. **Principal Administrative Appointments Update**
 - i. **Clarify Seniority Status when moving from PAA to CS**

- b. Grant/Soft Funded Employees**
- c. Agency Budget Update**
- d. Class Plan Update**
- e. CIT – Change In Title Procedure**
- f. Governance Risk & Compliance Audit Update**
- g. Staffing Update**
- h. Legal Update**

17. EAC Calendar – *Updates for 2019 Calendar*

- a. July 18th & 19th – 3rd Quarterly Meeting hosted by NIU**
 - i. Mtng locations: Holmes Student Center**
18th – The Skyroom (top floor), 19th – Third Floor Meeting Room
 - ii. Lodging: Holmes Student Center / \$60 per night**
7 nonsmoking rooms reserved for 7/17 & 11 rooms for 7/18 under EAC. (*RSVP by 6/26; free parking in lot closest to student center*)
- b. October 16th thru 18th – 4th Quarterly Meeting &
Council of Councils hosted by UIC**
 - i. Mtng location for 10/16 & 10/17 – White Oak Room AB, 3rd Floor,
Student Center East, 750 S. Halsted**
 - ii. Lodging:**
Chicago South Loop Hotel / \$130 per night
11 West 26th Street, Chicago
Marriott Medical District at UIC / \$189 per night
625 S. Ashland Avenue
(Shuttle service between hotel & UIC TBA or
parking passes provided)

**Meeting Agenda for SUCSAC
April 17-18, 2019
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c. October 21st thru 23rd 2020 – 4th Quarterly Meeting &

Council of Councils hosted by SIU-SOM

Meeting dates Confirmed: SUCSAC Mtng – 10/21 & 10/22

with Council of Councils on 10/2

18. Campus Updates

19. Other items as presented

20. Adjourn