



**CLOSED MINUTES OF THE 201st<sup>th</sup> MEETING  
OF THE UNIVERSITY CIVIL SERVICE MERIT BOARD –  
AUGUST 17 2016**

---

---

**State Universities Civil Service System Office  
1717 Philo Road, Suite 24  
Urbana, Illinois 61802  
&  
(Video Conference)  
University of Illinois at Chicago  
College of Pharmacy  
Room 270  
833 South Wood Street  
Chicago, Illinois  
&  
(Video Conference)  
Southern Illinois University Carbondale  
Miles Hall  
Conference Room 003A  
1255 Douglas Drive  
Carbondale, Illinois**

Chair Montgomery called the meeting to order at 11:51 a.m.

Members present at the primary meeting location were: Daniel Caulkins, representing Eastern Illinois University.

Members present at the Chicago video conference location were: Mr. Montgomery, Chair, Marvin Garcia, representing Northeastern Illinois University; Marshall Hatch, Sr., representing Chicago State University; Robert T. Marshall, Jr., representing Northern Illinois University; and Brian Mitchell, representing Governors State University.

Members present by audio conference was: Jill Smart, representing the University of Illinois.

Members absent were: Lyneir Cole, representing Western Illinois University; Rocky Donahue, representing Illinois State University; Karen Hasara representing the University of Illinois, and Donna Manering, representing Southern Illinois University.

Mr. Montgomery stated that the issue at hand is the salary compensation for the Executive Director. He discussed the progress that has been made by Mr. Brownfield and anyone that had been part of the past administration can see that there has been a significant change in terms of collaboration of constituents due to a large part to Mr. Brownfield's actions. He further stated that based upon the results over the past year, there are still challenges that he will face; however since Mr. Brownfield has been involved results are being made.

Several comments were made by various Merit Board members – Mr. Brownfield should be compensated for his leadership; there has been great changes in his overall approach, communications, and that he is a problem solver and that they would support a compensation increase. Some Merit Board members have had the opportunity to watch his interaction with staff members; along with administrators and that there had been great progress.

Mr. Montgomery discussed the salary of the previous Executive Director and what Mr. Brownfield's starting salary was. He stated that there has been a significant increased in his performance, not only inside the office but with constituent groups; but expressed concern about an increase when higher education is being watched due to budget concerns.

Discussion was held on the new salary and what should be recommended in open session, possibly \$125,000 annually. Others felt that was not enough and it was suggested that Mr. Brownfield's annual salary should increase to \$135,000. All board members felt that \$135,000 annually was warranted for Mr. Brownfield. Discussion was also held regarding his next performance review and when it would be held. It was suggested that May 2017 the board would perform his next evaluation.

After further discussion, Mr. Caulkins made a motion to adjourn the Close Session and return to regular session. Mr. Mitchell seconded Mr. Caulkins' motion. The Closed Session adjourned at 12:05 p.m.

Respectfully submitted,

*/s/ Teresa Rademacher*

Teresa Rademacher  
Secretary for the Merit Board

APPROVED:

*/s/ James Montgomery*

---

James Montgomery, Chair  
University Civil Service Merit Board

November 30, 2016

Date