



## **AGENDA**

### **FOR THE 209<sup>th</sup> MEETING OF THE UNIVERSITY CIVIL SERVICE MERIT BOARD**

*The University Civil Service Merit Board (Merit Board) will convene for its 209<sup>th</sup> Meeting at 1:00 p.m., Thursday, August 29, 2019, at the State Universities Civil Service System (University System), 1717 Philo Road, Suite 24, Urbana, Illinois and via videoconference at the following locations:*

**New Address**  
**University of Illinois at Chicago**  
**College of Pharmacy**  
**Room 270**  
**833 South Wood Street**  
**Chicago, IL**

**Agenda  
Item  
Number**

**SUBJECT**

- 1. Call to Order and Roll Call – Jill Smart, Chair**  
*Chair Smart to call meeting to order and roll call of members*
  
- 2. Consideration of participation by other Merit Board Members not physically present at meeting site – Action Item**  
*Secretary to ask for approval for Merit Board members, not physically present, to actively participate by other means in accordance with Open Meetings Act requirements.*
  
- 3. Welcome new Merit Board Members – Jeff Brownfield**  
*Three new members have been appointed since the last full meeting of the Merit Board, Joseph Dively representing Eastern Illinois University; Miriam Mobley Smith, representing Chicago State University; and Julie Annette Jones, representing Illinois State University. (Governors State University, and Western Illinois University have not named a Merit Board member).*

- 4. Merit Board Reorganization – Action Item**  
*The Board will elect the following Officers – Chair and Vice Chair.*
- 5. Public Comments – Action Item**  
*No requests have been submitted to present public comments.*
- 6. Consideration of the Minutes of the 208<sup>th</sup> Meeting of the Merit Board, April 17, 2019 – Action Item**  
*The Merit Board will be asked to approve the Minutes from the April 17, 2019 meeting.*
- 7. Consideration of Discharge Proceedings Number ISU-19-1 filed against Larissa Bailey by Illinois State University – Action Item**  
*The Merit Board will be asked to consider and act on matters surrounding this discharges case. The Merit Board will then be asked to adopt a decision and order on this matter.*
- 8. Consideration of Discharge Proceedings Number UIUC-19-1 filed against Scott Larrison by the University of Illinois at Urbana-Champaign – Action Item**  
*The Merit Board will be asked to consider and act on matters surrounding this discharges case. The Merit Board will then be asked to adopt a decision and order on this matter.*
- 9. Consideration of Discharge Proceedings Number UIUC-19-4 filed against William Brownfield by the University of Illinois at Urbana-Champaign – Action Item**  
*The Merit Board will be asked to consider and act on matters surrounding this discharges case. The Merit Board will then be asked to adopt a decision and order on this matter.*
- 10. Consideration of Discharge Proceedings Number SIUE-19-1 filed against Kathleen Stipe by Southern Illinois University Edwardsville – Action Item**  
*The Merit Board will be asked to consider and act on matters surrounding this discharges case. The Merit Board will then be asked to adopt a decision and order on this matter.*
- 11. Report of the Human Resource Directors Advisory Committee – Representative from Committee**  
*A representative from the committee will update the Merit Board on recent committee activities.*
- 12. Report of the State Universities Employee Advisory Committee – Jill Odom, Chair**  
*Chair Jill Odom will update the Merit Board on recent committee activities.*
- 13. Consideration of the FY 21 Budget Recommendation for the State Universities Civil Service System Office – Action Item**

*The Executive Committee of the Merit Board will be asked to approve the FY 2021 agency lump sum budget proposal which will be presented to the Illinois Board of Higher Education for consideration in the yearly University System budget and approval process.*

**14. Update on adopted rulemaking to Sections 250.100 and 250.110 of the Code (80 Ill. Adm. Code §250.100 and 250.110)**

*The Merit Board will be updated on the status of the adopted rulemaking.*

**15. General Discussion regarding Principal Administrative Appointment Appeals/Communications**

*The Merit Board will be updated on general progress of implementation regarding the revised Exemption Manual Procedures and an initial discussion will be conducted on material required for any PAA appeals.*

**16. Governance, Risk, and Compliance Audit Program – Review of Recent Activities**

*The Merit Board will be updated on current audit activities, including a brief recap of on-site visits conducted since the last meeting and the status of current reports.*

**17. Report of the Executive Director – Jeff Brownfield**

*The Executive Director’s Report will include a recap of each of the following items:*

- a. Budget Updates – FY 19 and FY 20*
- b. Classification/Examination Update*
- c. Grant Funded Employees*
- d. Section 250.110 proposed rulemaking revisions*

**18. Report of Legal Counsel – Gail Schiesser**

*The Merit Board will be updated on recent legal activities, including discharge and demotion cases referred to the Merit Board and pending Administrative Review cases.*

**19. Other Items as Presented**

*The next meeting of the Merit Board is scheduled for Thursday, December 5, 2019 at 1:00 p.m.*