

ADMINISTRATIVE/PROFESSIONAL STAFF COUNCIL
2014-2015 Meeting Minutes
January 21, 2015

1. The meeting was called to order at 1:00 p.m. by Chair Kathy Jones.

2. ROLL CALL

Members Present: Shane Bennett, Todd Bryson, Wayne Glass, Kathy Jones, Jeannie Killian, Colleen Kuczynski, Don Patton, Charlotte Sarao, Kim Taylor, Rod Sievers, Matt Sronkoski

Members Absent with Proxy:

Members Absent: Angela Cummings-Hunter, Jill Gobert

Visitors and Guests: Tracy Bennett (Human Resources), Brad Dillard, Jaime Conley-Holt, Jon Geiger, Elyse Hiller, Cordy Love, Cristina Pisoni

3. MINUTES

A motion to approve the minutes of the Council meeting on December 17, 2014 was made by Todd Bryson and seconded by Shane Bennett; minutes approved.

4. ADOPTION OF MEETING AGENDA

Charlotte Sarao moved to approve and adopt the agenda, seconded by Wayne Glass; agenda adopted.

5. REPORTS

5.1 Chair

Kathy Jones reported that President Dunn has agreed to address the Council at the February meeting. Jones briefly mentioned the upcoming annual election process in March and noted that Rod Sievers will discuss it more during his Election Committee report. Jones continued by saying that the appointments to the Chancellor's Search Advisory Committee will be announced very shortly. The last Constituency Heads meeting was December 17, 2014. Jones reported that during that meeting, John Haller from the President's office addressed the group and explained how the search for a Chancellor will work. During his presentation, Haller confirmed that a search firm will not be used and that the search process will work in the same way it has in the past. The quiet phase will take place at the same time that a national advertisement is circulated. During this time prospective candidates will be identified, contacted, and recruited to apply for the position of Chancellor. These candidates still have to complete the application process. Jones noted that this process does not keep anyone out of the search, it is an opportunity to bring the search to the attention of people who might not otherwise have it on their radar. Jones stated that the quiet phase is anticipated to last from January through March.

Charlotte Sarao asked if John Haller was going to be the chair of the search committee. Jones responded by saying that it was announced that there would be two co-chairs on the search committee and that Haller would be assisting with staffing the committee.

Jones concluded her chair report by stating that student Bursar account holds for not completing Step Up and Haven online training have been lifted so that students can register for classes. Students who do not complete this training before the tenth day of spring semester classes will be dropped.

5.2 Board of Trustees

Kathy Jones reported that there is a closed session BOT meeting today, January 21st, to discuss the court ruling regarding the reimbursement of furlough days. The next schedule meeting is on March 19th.

5.3 Human Resources

Tracy Bennett reminded the Council that it is time for performance evaluations for AP Staff members. April 1st is

the deadline to have them completed. Bennett also noted that SURS (State University Retirement System) counselors will be on campus in April. HR will announce the exact dates soon.

5.4 Representatives to University Committees

Executive Planning & Budget Committee – Kathy Jones reported that the next Executive Planning and Budget meeting is scheduled for January 26th.

Traffic & Parking Committee – Todd Bryson reported that this committee met on November 6, 2014 and noted that they meet twice per year with the next meeting in April 2015. Bryson stated that prices for yellow and red parking stickers are increasing in FY16. Yellow is currently \$40 and will increase to \$48. Red is currently \$100 and will increase to \$127. Bryson also noted that the parking meters have been removed in the parking lot across from the Student Center and replaced with numbers. Drivers now have to pay the parking station box.

Staff Excellence Award – Shane Bennett reported that the deadline for nominations for the Staff Excellence Awards has been extended to January 30th, reviewed the nominating guidelines and encouraged the Council to nominate their colleagues.

5.5 Standing Committees

5.5a Election Committee

Rod Sievers started by thanking Shane Bennett for his assistance with the online voting. Sievers continued by reviewing the final results and commented on the large number of participants. Sievers went on to talk about the upcoming spring elections.

5.5b Executive Committee

Todd Bryson reported that the committee met on Monday, January 12th and set the agenda for this meeting. Kathy Jones noted for new members present, that the Executive Committee meetings also include the chairs of the Standing Committees.

5.5c Committee on Committees

Charlotte Sarao stated that the committee forwarded three names for the Chancellor's Search Advisory Committee; Terri Harfst (Director of Financial Aid), Kathy Jones (Senior Associate Athletic Director), and Rod Sievers (Assistant Director for Community Relations). A vote was taken to ratify the three submitted names; all in favor. Sarao noted the second call for volunteers that was sent to AP Staff on January 20th. Sarao noted that the Chancellor's Advisory Committee has been disbanded. She continued by saying the committee is working on revising the schedule of reporting for university committees. This is being done in an effort to make the university committees' reporting process more efficient.

5.5d Constituency Relations

Shane Bennett reported that there will be a spring constituency event coming up in May. The committee is continuing to work on recruiting individuals to be involved in the AP Professional Development program. Bennett noted that developing the AP Professional Development program and providing these opportunities at SIU will become more necessary as budgets get cut.

5.6e Operating Paper

Kathy Jones reported that the committee has not met and noted that there are still changes to be made.

5.5f Staff Benefits and Welfare

Matt Sronkoski reported that the committee met on January 15th and discussed the long-standing issue of term versus continuing appointments. Kathy Jones clarified that there has been a concern about AP Staff that were changed from continuing appointment to term. Jones stated that the question had been raised as to what could be done for those in that situation in regards to accruing vacation and sick days. A long discussion followed and it was concluded that a lot of work needs to be done to make changes in regards to AP Staff on term appointments.

Kathy Jones explained to the Council the reason for the change in the Operating Paper regarding the separation of Staff Benefits and Welfare in to two committees. Jones noted that the individual assignments of those committee will be discussed at a later date.

6. Old Business

7. New Business

Selection of Ad Hoc Election Committee Members for spring elections: Rod Sievers, Wayne Glass, Jon Geiger, and Cordy Love.

8. Announcements

AP Staff Happy Hour. January 28th, 4:30 p.m. at Pinch Penny Pub.

9. Adjournment

Motion was made by Charlotte Sarao to adjourn the meeting. Seconded by Don Patton. Meeting was adjourned.