

**2025-2026 Administrative & Professional Staff Council**

**Wednesday, December 17, 2025**

**1:30 P.M.**

**Teams meeting**

**I. Call to Order**

The December meeting was called to order by Chair Todd Bryson.

**II. Roll Call and Announcement of Proxies**

Members Present: Tena Bennett, Todd Bryson, Amy Eaton, Jeff Franklin, Rachel Frazier, Laura Morgan, Layla Murphy, Josi Rawls, Elyse Weller

Members Absent: Caleb Hale

Guest: Melissa Laake

**III. Adoption of Meeting Minutes**

Motion: E. Weller

Second: J. Rawls

The minutes from 10/3/25 were approved as presented.

Note: There was no meeting in November (no quorum).

**IV. Adoption of Meeting Agenda**

Motion: T. Bennett

Second: L. Morgan

The agenda was approved as presented.

**V. Guest Speakers - (none)**

**VI. Reports**

**A. Chair** – The Board of Trustees meeting was last month. The next meeting is in February, and the Campus Master Plan may be discussed. T. Bryson asked the Staff Benefits & Welfare Committee to look into the benefits for Civil Service staff changing to A/P Staff (maternity leave, etc.) (See Section VI., C, 4.)

**B. Representatives to University Committees** – (no report)

**C. Committee Appointments**

**1. Committee on Committees** – Josie Rawls and Erick Thomas were appointed to the Staff Excellence Committee. (Patti Perschbacher is retiring.)

**2. Constituency Relations** – Happy Hour is tonight at BuckWater Brew Works.

T. Bryson thanked Rachel Frazier, Elyse Weller, and Josi Rawls for their work.

**3. Operating Paper** – J. Franklin who was retiring at the end of December 2025, is now staying until January 16, 2026. He will provide an updated operating paper and a Sector's list by the next meeting in January. T. Bryson thanked Jeff Franklin for all of his work he has done at SIU.

**4. Staff Benefits & Welfare** – Switching from Civil Service (CS) to Administrative/Professional (AP) and AP to CS – benefits & FMLA.

T. Bryson stated he's had a couple of reports from staff moving from CS to AP and AP to CS. If you are "term" you only get a certain amount of days for vacation and sick time. A concern about maternity leave was brought up for an employee who was CS that moved to AP. L. Morgan stated there were a few who brought that up specifically with FMLA, Extended Sick Leave (ESL), and spousal leave. Two partners who both work on campus don't each get the 12 weeks. So, that was a complaint by a few people; just because you are both employed you shouldn't be penalized for that. T. Bryson stated for FMLA, if I'm a "continuing" employee, I get the hours up front – I'm supposed to use sick time then vacation time for my 12 weeks. If you are CS and move to AP, ESL is not available to you,

however, if you're going to "term" you get 22 days of vacation and – J. Rawls stated it's 43 sick days and 24 vacation days. With "term" they get them all up front. A 12-week maternity leave is 60 working days. When you go from "term" AP to CS, you don't get anything up front. You start at zero and accrue. If someone got pregnant during that first little bit, they would not have the time built up for their maternity leave. If someone went from CS to "term," there shouldn't be an issue, because you get your days up front. When you go from "term" to "continuing," you go from getting all those days up front to now accruing to build a bank. June 30<sup>th</sup> you lose everything you didn't use – July 1<sup>st</sup> you start with zero vacation days. You get your sick days up front. E. Weller stated the bottom line is if you start a "term" contract and you don't use your days, you won't get to keep them. If you have worked here and move to a different office/job and they make you go back to a term contract, you stop accruing your days – if you don't use those days, you just lose them. J. Rawls suggested as an option to work on a policy change – the third year you move from "term" to "continuing" could you roll over unused vacation time instead of losing them? If a person from CS moved to "continuing" AP, then they would still have their CS bank. I don't think that goes away.

**VII. Old Business – (none)**

**VIII. New Business**

T. Bryson stated grades are due today. E. Weller stated we will do SAP tomorrow once they're done in the Registrar. Our phones are ringing like crazy because of SAP scholarships. R. Frazier stated we're almost there. There were some issues because of the new academic standing policy due to incompletes that rolled to F with students that were on the old academic standing policy and then having to manually calculate some things and get a new script put in place. Academic standing should be completed today and emails will go out to the students. L. Morgan stated there are still a lot of understaffed areas in advisement. Once grades are posted, we hit the ground running starting tomorrow. Since the College of Business and Analytics can use their distance education funds, they are looking to hire a chief position and an advisor position. L. Murphy stated admissions are up dramatically and the office is short staffed. The application volume is up 55% (at the Law School). J. Rawls stated Saluki Start is in full swing. Students can take an empty seat in any 100 and 200 level online class, but Shelly and Jeff are working to put together a list of recommended classes either based on the content of the class or the instructor. Students can register on January 8, 2026, and it's first come first serve; students can earn college credit free of charge for one course (books are included this semester). People can email [salukistart@siu.edu](mailto:salukistart@siu.edu) with questions. T. Bryson stated this will count as enrollment. T. Bennett stated the textbook portal opened this week. If students opt out, then there bursar bill will be updated over the weekend. Also, we're working on a new committee with the city about students perceptions of the city, starting in 2026. We're trying to figure out how we can make Carbondale better and continue to develop that relationship between the city and the university so that we are actually meeting the students with what they want and need. A. Eaton stated CourseDog is being implemented (curriculum and catalog management). R. Frazier stated the Board of Trustees approved in April for a system-wide purchase of CourseDog (\$2.7M). We didn't just purchase the curriculum and catalog piece, but also the scheduling piece. We purchased the course demand module which will allow us to project what courses need to be on the schedule each term. We also purchased the course analytics piece which is going to give us all kinds of data, DWF rates, etc. R. Frazier stated the Academic Calendar Committee met in September and approved the 2027-2028 calendar. Fall Break has been approved for October 2<sup>nd</sup> and is on the website. The "Quiet Week" proposal did not pass UEPC and will not be implemented as a policy. T. Bryson discussed the number of students who stayed over Thanksgiving break. NSO is on January 9, 2026. Break housing will be in Neely Hall. RA's will train January 5-9, 2025. Residence halls will open January 10, 2025, at 9:00 a.m.

**IX. Adjournment**

Motion: L. Morgan

Second: E. Weller