

**2020-2021 Administrative Professional Staff Council Minutes**  
**Wednesday, April 21, 2021**  
**Video Conference via Zoom @ 1:30 P.M.**

**I. Call to Order**

The April meeting was called to order by Chair Todd Bryson

**II. Roll Call of Membership**

Members Present: Todd Bryson, Wil Clark, Akami Eayrs, Kathy Elson, Tarnisha Green, Carly Holtkamp, Lisa Knight, Colleen Kuczynski, Laura Morgan, Rebecca Renshaw, Katrina Stackhouse, Elyse Weller, Jasmine Winters

Members Absent: William Becque, Stephanie Ellis, Jeff Franklin (excused, proxy Akami Eayrs), Tamara Workman (excused, no proxy)

Guest: Renee Colombo, Josh Frick, Jeff McGoy

**III. Approval of the Minutes**

Motion: Wil Clark

Second: Elyse Weller

The minutes for 03/17/2021 Administrative Professional Staff Council Meeting were approved as amended.

**IV. Adoption of the Meeting Agenda**

Motion: Wil Clark

Second: Elyse Weller

The agenda for today's meeting was approved.

**Special Guest Presentation by Jeff McGoy:**

The Dr. Seymour Bryson Future Scholars program will serve newly admitted students in the Exploratory Student Advisement program (Summer 2021 and/or Fall 2021). Students accepted to the Future Scholars summer program will take classes during the last 4 weeks of the summer semester (July 6<sup>th</sup> to July 30<sup>th</sup>). Students are given a chance to: Get an early start to their college career, register for summer and fall classes early, summer residence on the SIU campus (with dining options), take up to 8 hours of university core curriculum courses 5 days a week (8 credit hours in 4 weeks), attend mandatory study table for tutoring and academic coaching services, have access to campus resources, attend workshops provided by campus partners, the Southern Illinois University Foundation is sponsoring the program.

-L. Morgan – What were the 3 courses?

-J. McGoy – English 101, CMST 101, UNIV 101A

-K. Elson – New students admitted for the Fall, do you have to go back and admit them for summer and do these, count as summer classes?

-J. McGoy – We are working with the Registrar's Office to make sure their term will be for summer.

-K. Elson – Is this for students who are undecided or with low GPAs or test scores?

-J. McGoy – Yes, it's open to both.

-L. Morgan – If they're already registered for Fall, you would have to do a C.O.C. Form.

-J. McGoy – Yes, we have a plan and this would be an extra step if already registered for Fall.

-J. Winters – What were the dates for the program?

- J. McGoy – July 6<sup>th</sup> through July 30<sup>th</sup>.
- T. Bryson – I want to commend Jeff, he has run with this and has done a tremendous job getting this program up and running. This is the only program, that will be in person this summer. If you see these kids over the summer please say hello and welcome them.
- A. Eayrs – Thank you Jeff, for leading this. I've met several people who have been impacted by Dr. Bryson and I always relay this to Todd.
- L. Knight – I know we talked about a mentoring situation with these students. Is that happening yet?
- J. McGoy – We extended the deadline and will plan accordingly depending on how many students we have. We do have thoughts and ideas but waiting until the deadline.
- T. Bryson – Thank you for being here and explaining the program to our council. Council, I would like you to share this information and let people know these students need our assistance. This goes toward our mission.
- W. Clark – Is there a welcome packet or any IT information?
- J. McGoy – I sent a request for AtWorks but if there is anything you can think of or any questions let me know. I'll set up a meeting with you for a background of those things.

## V. Reports

- A. Chair Report – No report
- B. Board of Trustees
  - T. Bryson – Next Board of Trustees Meeting is April 29<sup>th</sup>. I sent you all the agenda.
- C. Human Resources – Renee Colombo
  - R. Colombo – We have not progressed much since our talk last month. We have not received our report from the systems office or heard about a date. As a department we have starting looking at positions with term contracts of June 30<sup>th</sup> based on parliamentary results from the systems office that I received in our post audit conference to see if they were targeted for conversion. We have very few. We are mainly looking at coordinator roles.
  - J. Winters – If you do have to convert positions what is the timeframe?
  - R. Colombo – Systems or University?
  - J. Winters – Either or.
  - R. Colombo – Systems has not said a concrete date. Depending on contact we would have to give notice, term we do not need to give notice but like to give 30 days. Also, I want to remind everyone that Benefits Choice will start May 1<sup>st</sup>, you will be receiving in the mail a booklet. A few key changes, there is a rate change and some benefit change's this year. Also, due to COVID, the IRS is allowing members to carry over their MCAP or DCAP, that has been extended.
- D. Representatives to University Committees – Traffic and Parking Committee and Student Recreation Center – Elyse Weller
  - E. Weller – No rate increases for decals next year. Projects this year; repair bad areas from Lincoln Drive to Saluki Drive, repair roads to Evergreen Terrace. Still investigating parking for the Dental Clinic. They want to try and get rid of the quarter meters and looking at Parking Lot 108 to have some 30-minute parking. Sally Wright is retiring from the Rec Center. Flag football has ended and starting their softball league. They now have a barbell and waterski club. Fitness classes will continue through Zoom. Having a super moonlight event on April 27<sup>th</sup> at Becker Pavilion and Rec Your Quarantine starts April 25<sup>th</sup>. King Tut Strut on June 5<sup>th</sup> and needing volunteers. Hoping to offer summer swim lessons this year. Masks are still mandatory when exercising. Summer hours: Mon & Fri

5:30am to 2pm; Tues to Thurs noon to 8pm; Sat 8am to 2pm; Sun closed. All fitness classes and sports are on their website. They have a partnership now with athletics, swimming, soccer, softball and baseball practices will use their facility. MVC Swimming Championship was scheduled April 13<sup>th</sup>-16<sup>th</sup>.

-J. Winters – Is the softball team from Canada coming back?

-T. Bryson – I heard in February it was a possibility but haven't heard anything since.

E. Standing Committee

1. Executive Committee – Met on Monday, April 19

2. Committee on Committees – No report

3. Constituency Relations – No report

4. Operating Paper – Question of changing of sectors to follow CS

a. Provost and Vice Chancellor for Academic Affairs

b. Vice Chancellor for Student Affairs

c. Vice Chancellor for Administration and Finance

d. General (all other civil service employees who don't fall within a, b, or c above)

“The Council shall be composed of one (1) representative for each 75 civil service employees within a sector at the time of election.”

<https://policies.siu.edu/employees-handbook/chapter11/bylawscs.php>

-T. Bryson – I want you to look at this and give it some thought before our next meeting in May.

5. Staff Benefits – No report

6. Staff Welfare – Findings from survey

-K. Stackhouse – This was a successful survey and Civil Service did a similar survey on their side and we were able to share that data. We had about 115 participants respond and for the most part it was an open-ended survey. We compiled the comments into 10 areas of concern. Child care seemed to be the biggest concern and most were in favor of a hybrid model to work remotely on occasion. Another big concern was people felt a little arbitrary and not understanding about returning on May 3<sup>rd</sup> with the state markers for the bridge phase 1-6. A good number of people replied they were fine with returning to campus and they did not feel unsafe. The other big concern was about enforcement of COVID protocol and not having anyone to report to on this issue other than senior level managers. Also, needing some concrete guidance in working from home responsibilities to meet everyone's needs and that is equitable.

-T. Green – Also to add, the stats of people who said they were comfortable with coming back said they were fully vaccinated. So, if they weren't vaccinated would their answer be different. On the first day, within 4 hours of the survey we had 76 people respond and 113 in total. Kudos to AP Staff for responding so quickly.

-T. Bryson – Kudos to all of you for getting that survey out. At this point it is the supervisor's discretion to work with their staff in meeting their needs.

-W. Clark – Please ask your staff or colleagues to come back to campus prior to the day they are expecting to work to check their computers to make sure they are working properly and let us know if they are not.

-C. Holtkamp – Did the Chancellor say anything about returning to work May 3<sup>rd</sup>.

-T. Bryson – He said it went out in the SIU Today.

-L. Morgan – To Wil's point, not just your computers but student computers too.

**VI. Old Business**

None

**VII. New Business**

A. Election Jasmine Winters

-T. Bryson – We spoke in EC about having elections in June and seat in July and I wanted you all to hear what Renee had to say before we took a vote. How do you want to proceed with this?

-J. Winters – If we're looking at restructuring will there be enough time.

-T. Bryson – We would have to change our operating papers and that would take about a year, we would have to proceed where we are now.

-C. Kuczynski – I'm on a term contract and if my position were to change and I was given a 30-day notice that would be at the end of May or beginning of June. So, ones running my get notified they're no longer under AP Staff. Is there a way for us to see who is still standing come July 1, run our elections then seat in August?

-T. Bryson – That's a good point. I would like everything to be done by the time Fall semester starts because with committees they start asking for names by June and July. That's why I suggested June to July but I have no problem with July to August. We have 3 options; elections June and seat in July, elections July and seat in August, or hold off for another year.

Motion: C. Holtkamp

Second: J. Winters

A vote commenced: 0 opposed, all in favor; Elections moved to July and seat in August.

**VIII. Adjournment**

Motion: T. Green

Second: L. Knight