



Civil Service Employee Council

Apr 11, 2023 Monthly Meeting

Call to order President Bobbie Stewart called the meeting to order at 11:05am in ADM 202.

Roll Call

<input checked="" type="checkbox"/> Bobbie Stewart	<input checked="" type="checkbox"/> Toni McCoy Smith
Aleshia Terry	<input checked="" type="checkbox"/> Diane Davidson
<input checked="" type="checkbox"/> Michael Gondek	<input checked="" type="checkbox"/> Sharahn Graves
<input checked="" type="checkbox"/> Danielle Land	Jacqueline Pointer
<input checked="" type="checkbox"/> James Magee	<input checked="" type="checkbox"/> Sherese Johnson
<input checked="" type="checkbox"/> Jason Carter	

Approval Meeting Minutes

Mar 14 minutes approved with changes. Motion by all in favor.

Sherese Johnson (AVP/CCTO Human Resources Director)

Has been working with systems office to ensure compliance, titles and administrative items needing attention. Represents CSU as it relates to civil service issues, and ensures compliance. Has attended many meetings in relation to HR & diversity. We don't do physical tests anymore, we use a credential system. Sherese and Jackie will attend April 19th EAC meeting at Illinois State University.

Suggest we have a quarterly mixer to meet & greet new people. Library 4th floor stage would be suggested location. Fiscal year ends June 30th, so July or August would be a good time.

Taking off during the strike period clarification was given. If you already had a planned vacation that is honored, but taking time off is discouraged so we have people to cover and fill. Sick leave & bereavement continues as usual.

Jason Carter (Vice President of Legal Affairs)

Transferred all functions of HR over to Sherese Johnson. Is working to ensure we get all of our delegated authority back. Freda Richmond (Associate Director of Compliance & Risk Management) is our compliance office, that ensures we have corrective action plans in place. Stenson Marshall does internal audit.

Civil Service Day

Tentative Date: June 16, 2023 from 11am to 5pm

Bereavement Plaque

Completed by CMS trophies & plaques and is ready for pickup.

President Stewart suggested that CSEC should be funded by the University starting July 1, 2023. CSEC has 3 agency accounts (food, commodities, fundraising).

Donate button

Was suggested to be added to the CSU website. Bobbie to provide wording after button is clicked to Mike.

Tobbie Retirement Dinner

April 28th was suggested by Tobie, but we need more time to get a trophy for her and some people have off.

Sashes for Civil Service Graduates

We need to follow up with Aleisha

3rd Quarter overhaul

We need to update.

CSEC Back to School Townhall meeting.

We need to drive up our membership.

Asbestos Removal

Concerns were raised about the asbestos removal and for individual working in areas where asbestos abatement will be performed. Will email Justin Sickles and try to bring an update to next meeting.

Civil Service Employee Concerns

1. What is in place for individuals not in compliance with wearing their mask in the building, offices (Per campus email sent out on Friday May 27, 2022 Mandatory) **Addressed**
2. Can we have 2 Civil Service Council members on the COVID Response Team Committee? Addressed – **completed**
3. Operating Budget for Civil Service Employees Council c/o the Civil Service employees - **Approved**
4. Will the council be given notice for employees that were reclassified from Administrator's to Civil Service? **Completed** (HR provides monthly)
5. Is there a list for vacant positions across campus? In **progress**
6. Difference between Civil Service and Staff. **Addressed** – Personal Development
7. Civil Service Day – June 2, 2023 **Preparing**
8. Women's locker room in the Physical Plant – **Pending**
9. Civil Service Employee Back to school Townhall meeting - **Pending**
Concerns were discussed during HLC - Recommendation to conduct Town Hall meeting twice a year to hear the concerns of the employees
10. Has the water coming out of the water fountains been tested to be drinkable? . **Addressed** - new water fountains (OC concern)
11. Can the help desk have night hours? Night classes were canceled in the past over password issues. **Addressed** (as soon as it's needed) (Low enrollment)
12. There is still much usage of the old CSU logo, can people be reminded that they need to update their paperwork for HLC accreditation. . **Addressed**
13. Why have the cafeteria prices doubled? **Pending**

Meeting adjourned at 12: 23 by Bobbie and approved by all on 4/11/2023