

ISU Civil Service Council Minutes

May 28, 2024

Link for meeting via [Zoom](#)

Members present:

Quanisha Kumi-Darfour, Lawrence Lair, Judi Khalilallah, Matt Wing, Justin Lawson, Jessica Barringer, Evelyn Whitfield, Monica Elkin

Ex officio Members present:

Colette Homan, Samantha Lowry, Christa Lawhun

- I. **Call to Order:** Quanisha calls order 12:02 p.m.
- II. **Approval of Agenda:** Justin motions to approve. Samantha seconds. No discussion. Vote approved.
- III. **Approval of Minutes from March 12, 2024, April 9, 2024, April 23, 2024 & May 14, 2024:** tabled for time being as Sarah is absent. Quanisha will work with Sarah.
- IV. **Officer Reports:**
 - a. Chair (Quanisha Kumi-Darfour) – Summer meetings and how do we want to do that? Should we hiatus until August? Please check bylaws and constitution. Bylaws says we can change the meeting frequency with consent of Chair and discussion with elected members.
 - i. Justin and Monica state that this is a busy time for their departments, and they support the hiatus.
 - ii. Quanisha offers a retreat in July to plan for the next year.
 1. Samantha agrees with hiatus until August and retreat in July
 2. Justin suggests end of July (works better for housing)
 - iii. Quanisha offers July 23 is retreat. July 9 cancelled. Meet June 25, June 11 cancelled. Resume 1st and 3rd as normal in August.
 1. Members agree.
 - b. Quanisha is a finalist for Director of Career Services, if she is to be selected, she will become Faculty and no longer Civil Service. We will vote for the new executive committee on the June 25 meeting.
 - c. Vice-Chair (Lawrence Lair) – old and new business reported below. Will be filling in for Secretary for note taking today.
 - d. Secretary (Sarah Ryburn) – absent
 - e. Treasurer (Beth Porter) – absent
- V. **Reports**
 - a. Ad Hoc Committees
 - i. Scholarships (Beth Porter and Judi Khalilallah)
 - ii. Elections (Quanisha, Evelyn, Sarah, Christa)
 1. The nomination process is going well with the exception of a few nominees deciding not to pursue an elected position. An extension for each nominee to give a statement of their interest was given and the new election timeline will be shortened and will be communicated by the elections committee this week.
 - b. Civil Service Committee Representatives
 - i. Academic Senate (Quanisha Kumi-Darfour)
 - ii. AP/CS Staff Council Merger (Beth Porter)
 1. Articles in ILSTU news have been giving monthly updates on the merger.
 - iii. Employee Advisory Committee/EAC (Christa Lawhun) No Report – Next meeting July 18 & 19 SIU-Carbondale

- iv. ISU Annuitants Association Committee (Samantha Lowry) - ISUAA Dinner next week – June 5, deadline to register tomorrow – May 29, continued discussion for filling open board seats
 - v. ISU Police Chief Advisory Council (Judi Khalilallah) **No report.**
 - vi. Parking and Transportation Advisory Committee (Matt Wing) | Lots of lot maintenance this summer; parking meters being installed (replacing old ones) that will accept coins, cards, phone payments, text-to-pay, etc. Parking is interested in knowing how the CSC-AP merger will affect the parking group. Mike Regilio and I shared that that would be determined at a later date.
 - vii. University Foundation (Evelyn Whitfield) – No report. Next meeting is June 21
- c. Human Resources (Colette Homan)
 - i. Annual CMS Benefit Choice Open Enrollment Period will be ending soon.
 - d. Standing Committees
 - i. Discounts (Judi Khalilallah & Lawrence Lair) – no report.
 - ii. OpenLine (Lawrence Lair)
 - 1. May Openline will be sent out this week.
 - iii. Webmaster (Lawrence Lair) - no report

VI. Old Business

- a. **Blue Cross Blue Shield looking for opportunities to sponsor events**
 - i. Lawrence is joining a community committee run by Blue Cross Blue Shield (BCBS). BCBS seeks to hear concerns from underrepresented groups and opportunities to sponsor/support/table events.

VII. New Business

- a. **Consideration of a workplace bullying policy – Kathy Spence**

“In recent news regarding faculty unionization, the topic of workplace bullying was brought up. As you may know, ISU has anti-discrimination and ethical conduct policies but it has been my experience that there is no recourse for an employee who believes they are subject to workplace bullying beyond reporting it to the aggressor’s supervisor and HR unless the actions are based on racial or sex discrimination. The reporting employee is furnished absolutely no information after the report making it impossible to know whether they are being retaliated against for the reports. The impact on morale and productivity is substantial. At least one other state university has a specific policies defining and prohibiting workplace bullying:

<https://policies.siu.edu/policies/workplace-violence-bullying.php>

I ask that the Civil Service Council be a part of the discussion as to how this issue can be addressed at ISU.”

 - i. Colette recommends OEOA and Customer Service. HR will be in contact with Kathy to help explain the policies already in effect as well as options for reporting. Because the results may be a personnel decision, which are confidential
 - 1. Colette will circle back on any potential action items that stem from further correspondence with Kathy.
 - ii. Quanisha and Samantha agree that while there may be language regarding “bullying” it lives in multiple places and could be a combination of policies.

VIII. Pulse of our Constituents & What’s Happening on Campus

IX. Adjournment

Justin moves to adjourn. Monika seconds. No discussion. Motion carries. 12:49 P.M.