

Civil Service Council Minutes
March 4, 2008
Effingham Room, University Union
8:30am

Members Present:

Angie Campbell, Cathy Kimball, Melissa Coleman, Judi Konrad, Julie Wilkerson, Paula Embry, Heidi Hawkins and Janet Werden

HR Director:

Chuck Phillips

Members Absent:

Tami Duzan, Michelle Morgan, John Bailey, Julie Winnett, Lionel Sanders, Laurie Lysinger, Teresa Sims, Jenny Stout, Cindy Starwalt, Amy Richardson, Melissa Gordon and Brian Hyder

- I. Angie Campbell called the meeting to order
- II. Minutes for February 5, 2008 were approved electronically and posted to the Council website.
- III. EAC Report – Julie Benedict – attending the Smoking Cessation meeting in Sacramento, CA.
- IV. Human Resources Report (Phillips) – Working with SUCCS on a Pilot Program to keep higher level positions in Civil Service instead of A&P (Administrative & Professional).
-Human Resources doing a Departmental Review – application process on-line.
- V. Committee Reports
 - a. Election Committee – Amy Richardson will represent District I. Need representatives from District II and III. In the discussion with President Perry, he asked us to consider on-line ballots. He gave contract information to Michelle and Angie. Will only be allowed to vote once with on-line ballots.
 - b. Personnel Committee – No report.
 - c. Salary Plan Committee – On hold for now
 - d. Constitution Committee – Have not met.
 - e. Scholarship Committee – Judi Konrad reported that the application form has been finalized. Michelle working on putting the application in the proper format. Members were encouraged to contribute to this scholarship, shows that we are backing the council. Do another flyer with the payroll deduction card attached? Have a donation box available at the picnic?
 - f. Public Relations Committee – Melissa Coleman reported. It was recommended to the Council that instead of the annual picnic we typically do we use Family and Consumer Sciences. Cathy Rhodes, Dietetic Instructor, has students who would prepare the meal and clean up as part of their class. The class will do decorations based around a specific theme. Use Klehm Hall 1418 Atrium patio area. Thursday, April 24th, from 11am to 1pm was selected as the date for the luncheon. Council members voted unanimously in favor of this idea.
- VI. Comments on the website –It was suggested that we invite a small group or one VP area at a time to our monthly meetings. We would be able to explain why they were invited, get to know who we are, opportunity to voice concerns and find out how to better serve the campus community.
- VII. Old Business
 - a. Archive File Disposal – Waiting on word from the State Records Commission.
 - b. List of employees by district – Emily Sibly from Human Resources is working on this.
 - c. Civil Service Recognition – Should this be turned over to the Public Relations Committee?
-Fund raisers – Design a logo for the Council (have students design?)

- Place logo on mugs/water bottles
- Sell mugs at Celebration
- Monies raised any proceeds would go towards the scholarship fund

VIII. New Business

Quarterly Meeting with President Perry on February 13

- a. President Perry asked for assistance with how we felt about bad weather – canceling classes? Some teachers send a mass text message to let their students know classes are cancelled.
- b. Partnering with the U of I on their text messaging system.
- c. Discussed the letter that was sent to the University community.
- d. Invite members of the Staff Senate to the Council meeting? What are the plans of the senate? Non-negotiated have 3 senators on the Staff Senate, the President of the Council and two elected members.
- e. Constitution – Review term length of officers and members. Have a President Elect.
- f. Tuition Waivers for employees and retirees
 - How many employees use the tuition waivers. – Heidi to forward info to Janet
 - Janet will contact other universities and find out what they offer
- g. If you are interested in the IBHE budget, it is available on the IBHE website at www.ibhe.org

Motion to adjourn: Kimball/Konrad

This was an unofficial meeting due to the lack of a quorum.

The next scheduled meeting of the Civil Service Council is Tuesday, April 1, 2008, Effingham Room. Guest speaker will be Dr. Jill Nilsen, Vice President of External Relations. All Civil Service, non-negotiated employees are welcome and encouraged to attend.