

Civil Service Council Minutes
November 4, 2008
Sullivan Room, MLK Union
8:30 am

Members Present:

Allen Bryant, Angie Campbell, Andrew Clapp, Melissa Coleman, Mai Dao, Jerry Drummond, Paula Embry, Melissa Gordon, Patty Hood, Judi Konrad, Tim Lewis (Alternate), Suzanne Mathews, (Alternate) Michelle Morgan, Amy Richardson, Cindy Starwalt, Janet Werden, Julie Wilkerson, and Julie Winnett.

Members Absent:

Tami Duzan, Brian Hyder, Michael McBride, Jenny Stout

Guests Present

Julie Benedict - EAC Representative, Sandy Bowman – Interim Assistant Director, Human Resources, Chuck Phillips, HR Director, Rachel Fisher (Guest Speaker) – Interim Director Student Community Service Cathy Gray, Facilities Planning and Management, Timothy Lewis, ITS, Laurie Neese, ITS and Rhonda Nichols, ITS.

- I President Angie Campbell called the meeting to order at 8:35 am. Introductions were made.
- II Guest speaker (Fisher)
Rachel Fisher gave a presentation about the Student Community Service Program. Faculty, staff and students can participate in “virtual volunteering”. Information about the program can be found at; <http://www.onlinevolunteering.org>, <http://www.nabur.org>, and <http://www.eiu.edu/~volunteer>.
- III. The minutes from the October 4, 2008 meeting were approved electronically and have been posted to the website.
- IV. Elections for Alternate Positions (Campbell) –
 1. The open position for District 3 Alternate received only one petition; Suzanne Matthews, who filled that position.
 2. Four petitions were received for the District 2 Alternate. Tim Lewis was selected to serve as the Alternate member for District 2.
- V. EAC Report (Benedict)
 1. Systems are looking into several issues concerning:
 - a. Registers, with process of removing names and to clean up some registers
 - b. The Leave of Absence, clarifying the disability leave; a person can not be discharged until all processes are in place
 - c. Merit Board Discharge Orders, to include a disciplinary charge along with discharge or re-instate.
 - d. The Learner and Trainee Appointments – to collapse the two programs into the Learner Program.
 2. The Legislative Committee spoke about the State Universities Annuitants Association (SUAA) and that this is not just for those who are already retired. By joining, you can have a voice in your future retirement. For more information, the website is located at <http://www.suaa.org/>.
 3. The sub-committee is looking into the low numbers of civil service compared to those in the A& P positions. They would like to keep more civil service positions.
 4. The Council of Councils will be held October 23rd in Edwardsville.

5. The next EAC meeting will be in January 2009. If anyone has any issues to present to the committees, contact Julie Benedict.

VI. Human Resources Report (Phillips) Nothing to report

VII. Committee Reports (Campbell) Members were encouraged to be on a committee for the next year. Each committee chair reported and council members were given the chance to add additional members.

1. Election Committee (Richardson) Term completed. Briefly explained the duties as Election Chair. Julie Wilkerson agreed to replace Richardson along with Mai Dao.
2. Personnel Committee (Campbell) – The current members will remain on since the term does not expire until November 2009.
3. Salary Plan Committee – (Campbell) – On hold. This is part of the constitution that states it is a standing committee and no one is on that right now.
4. Special Committees:
 - a. Constitution Committee – Committee members - Bryant, Campbell, Clapp, Duzan (Chair), Embry, Morgan, and Winnett.
 - b. Scholarship Committee – (Morgan) – We have received approximately \$1200 and need \$5000 to endow the scholarship. Committee members Morgan (Chair), Campbell, Dao, and Konrad.
 - c. Public Relations Committee (Coleman). Planning underway for the “Meet and Greet” which will be held on November 18th from 9:00 am to 10:00 am in the Arcola/Tuscola room of the MLK union. Council Members were encouraged to attend and represent their district. Committee members – Campbell, Coleman (Chair), Drummond, Hood, Morgan, Richardson, and Winnett.

VIII. Old Business

1. Archive file disposal – No report; still waiting to hear back from the state.
2. Tuition Waivers (Campbell) - President Perry is working on the tuition waiver proposal.

IX. New Business

1. Staff Senate Update (Morgan) – Staff senate has not had a quorum since March.
2. Holiday Schedule was discussed. (Campbell/Phillips)
3. Facilities – (Campbell) Gary Reed and his management team from Facilities will be our guest speaker in December.
4. Guest Speakers – The executive committee is working on lining up guest speakers for the year. Members were asked for input on areas they would like to hear from. Julie Benedict will contact the Systems Office to begin making arrangements for meeting with the Council.
5. Doudna Tour – (Campbell) Members expressed interest in touring the new Doudna building. It was agreed that Campbell will check into some dates and times for us to go as a group.
6. Parking (Campbell) – President Perry is looking into our parking situation and reviewing the concerns of the campus. There will be two open forums which will be held on November 10th and 11th. Members were encouraged to try to attend.

Motion to adjourn: Meeting adjourned at 10:10 am (Gordon/Bryant)

Respectfully submitted,

Amy Richardson
Secretary

The next scheduled Civil Service Council meeting is Tuesday, December 2, 2008 in the Paris Room, MLK Union at 8:30 am. All non-negotiated Civil Service employees are welcome and encouraged to attend.