Civil Service Council

Minutes

December 14, 2021

8:30 a.m.

Teams Meeting (Virtual)

Meeting Recording Available in Teams folder (*Documents🡪General🡪CSC Meetings*)  
Attendance (Per Teams):

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| --- |
| Diana D Pepperdine |
| Jean Toothman |
| Jenny L Stout |
| Jenny L Stout |
| Amy L Morris |
| Angela R Campbell |
| Carrie E Gossett |
| Joshua D Reinhart |
| Ke'an S Armstrong |
| Becky M Shew |
| Beth M Gillespie |
| Beth M Gillespie |
| Crystal M Brown |
| Lindsay N Partlow |
| Paul A McCann |
| Mindy E Hurst |
| Linda C Holloway |
| Sean D Reeder |
| Michelle L Morgan |
| Benjamin J Merry |

1. Call to Order

Angie called meeting to order at 8:31am

1. Approval of November Minutes  
   All approved
2. Committee Assignments

***Election –*** Campbell, Gossett, Deters, Morgan

***Personnel*** – Campbell, Gossett, Morgan, Thill, Gillespie

***Public Relations –*** Allison, Armstrong, Gossett, Reinhart, Shew, Thill, Partlow

***Scholarship*** – Established *June 22, 2007* – Campbell, Gossett, Morgan, Stout  
-- Treasurer’s Report ($28,131.68 in Endowment Fund as of 12/7/21)

1. CSC Executive Meeting with the President (December 13)
   1. Overview of Topics Discussed   
      Met with President Glassman yesterday. Gift Days – Extra Gift Day announcements were very well received. Remote Work Policy – discussion about remote work if children under age 13 were home with COVID-related illnesses/quarantines (child care issues) or if an employee was quarantined/isolated. Salary Plan – We hope to set up a committee meeting to discuss the Salary Plan about discrepancies in promotional increases. It has not been addressed since 2014. PARS system, parking, morale boosters are other issues at play. Angie encouraged members to push feedback to her for PC discussion, et al.
   2. President – Frequency of Attendance at CSC (Discussion)  
      Michelle, Jenny suggested quarterly; Beth suggested once per semester. Ke’An suggested to offer quarterly or on as an-needed basis for flexibility. Potentially different outcomes for virtual vs. in-person.
2. VPBA Updates
   1. Angie Introduction to Sean Reeder  
      Angie first discussed the importance of meeting in person so that others can voice their opinions more frequently, and advocated for an in-person meeting in January 2022. Will allow for more interaction and familiarity amongst members. Josh and Becky agreed. Beth and Crystal liked the flexibility of online. Used to be in Rathskellar loft, but COVID may necessitate looking into broader, more open spaces.   
      Sean – Intro. Sean shared some personal details about himself to aloe attendees to get to know him better.
   2. COVID Updates  
      County, region seeing upticks. On-campus uptick is negligible at the moment. Testing schedules are being modified for the break and will return to frequent/normal testing beginning with the first week of classes. Students are being messaged about uploading their vaccination status or being subject to mandated testing. Testing numbers have gone down per the strategic implementation of other mitigation strategies and increased vaccinations. EIU’s testing model is applauded buy state agencies.
   3. Recycling Program Updates/University Salary Planning Committee Updates  
      Paper shredding is currently hit or miss but we continue to be impacted by a COVID pause. The frequency of the current recycling schedule start/stop is not entirely clear (or being communicated clearly) but Sean will continue to look into that.
   4. Employee Pay Raises  
      FY22 Budget Detail will be presented to BOT in January. It will be tight but Sean is hopeful that we might know something in/after January.
   5. Budget  
      The CSC Executive Committee had a discussion with the President about budget. Angie wondered about the possibility of having someone walk the CSC members through an abbreviated presentation from the CUPB level. Sean detailed the history of EIU’s reserve funds and the current organizational intent to replenish those funds.
   6. CDB/Campus Projects Update  
      Sean provided details on Booth, McAfee updates and on women’s basketball locker room. Coleman Hall bathroom work taking place. Campuswide elevator maintenance over the holidays.
   7. Other
3. HR Updates
   1. EAP – EIU has a new provider. Information is available at <https://www.eiu.edu/humanres/benefits/EPA.php>.
   2. Years of Service Updates  
      April 21, 2022 from 1:30 to 3:30pm in the University Ballroom is tentatively scheduled for an event.
   3. Employment  
      HR is currently working on filling 25 current openings.   
      Angie also reminded everyone about payroll deadlines for December. (8.C).
4. Old Business
   1. 2021-22 Fundraiser Update from PR Committee (Frame Sales Update)  
      72 frames sold so far. Not quite as popular as the 125-year ornaments but still a substantial fundraiser so far. There will be a table set up at commencement for additional sales.
   2. Naming Committee Updates  
      Nine names are up for consideration. The President’s charge to the naming committee is to review provided names for meeting renaming criteria. Lou Hencken, himself a candidate for having the building named after him, removed himself from consideration in a very respectful manner, attuned to the issue at hand.
   3. Staff Senate Representation Updates (Plans Moving Forward, Feedback from CSC)  
      Angie again shared issues with attendance and with people agreeing to run for available positions. Removal for nonattendance and basing attendance on membership is now a consideration, and Angie asked for feedback on those issues.
   4. Campus Calendar Reminder (& Newsletter)  
      <https://www.eiu.edu/calendar/>
   5. In-Person Meetings Discussion for SP22 (Rathskeller Loft?)  
      (Covered under 5.A.)
5. New Business
   1. EAC Updates  
      None
   2. 2021-22 Holiday Information, Gift Days & Gift Days Feedback  
      Discussed earlier in the meeting.
   3. Time Card Completion for December  
      Covered under Agenda Item 6.
   4. Kudos (Angie/Staff Senate Forwards) & Shout Outs  
      Discussed earlier in the meeting.
   5. Other Questions or Concerns/Open Discussion (for topics not listed in agenda)

**Remaining 2021-22 Meetings**

* January 11
* February 8
* March 8
* April 12
* May 10
* June 14