

## Civil Service Council Minutes – August 5, 2003

**Members attending:** Patti Bailey, Lisa Bowlin, Cheryl Clapp, Allen Clayton, Lori Creek, Cris Ealy, Heidi Hawkins, Dave Howrey, Mike Hubbartt, Jerilyn Hutson, Suzanne Mathews, Katie Rice, Carlene Schaefer, and Julie Winnett. **Others in attendance:** President Hencken, Vice President Nilsen, Charles Phillips and Terry Tomer. **Members absent:** Paula Embry and Janet Werden.

The August meeting was called to order by President Creek. The minutes were approved (Bowlin/Hawkins).

President Hencken spoke to the Council about construction schedules, housing, enrollments (up 10% over the past two years), lapsing 2.7% of FY03 budget, deferred maintenance, number of new freshmen and needed classes, pay raises, University schedules, and other related topics. He reminded us that customer service is still our #1 priority.

Vice President Nilsen updated the Council on several bills that EIU has been tracking this year. The Governor has signed HB 1118 (truth in tuition bill) which has become Public Act 930228, and HB 1543 (line item budgeting bill) which has become Public Act 930229. She offered to return to the September Council meeting to update additional pending bills.

Charles Phillips spoke about the opportunity for employees to continue working a flex schedule throughout the regular school year. The flex schedule must be approved by the employee's supervisor, and all offices must be staffed during regular business hours. He also spoke on the possibility of raises for non-negotiated employees, position searches, and KRONOS.

Terry Tomer spoke on the July 17-18 EAC meeting at ISU. Topics discussed at the meeting were bumping, layoffs, reduction in classifications in series, testing changes, legislation on Merit Board forced attendance, extra help, and AP positions going back to Civil Service positions. He also shared pay raise amounts from other state universities. The raise percentages varied from 1.2% with an additional fixed dollar amount to 3%.

### **Committee Reports:**

Personnel/Grievance Vacant We are still waiting to hear about the new procedure approval.

Legislative Cris Ealy There is no additional information to add to what we heard from Vice President Nilsen.

Environmental Health and Safety Katie Rice There was no meeting to report on. Heidi Hawkins spoke on fire extinguisher training. It will be on Thursday, Aug 7, on the west side of the steam plant from 9 AM until noon.

Recycling Steve Lane Steve was not present.

Financial Report Paula Embry Paula was not present.

In **Old Business**, there has been no word on the grievance procedure approval. The Constitution amendment committee is still waiting to complete the proposed amendment changes until we hear about the grievance procedure approval. A big thank you goes out to the committee (Clayton/Bowlin/Schaefer) who put together a cookout for the Council members in July. A good time was had by all. Additional discussion was held on getting matching shirts at each Council member's expense. A quote was received from Shirt Factory. Patti Bailey brought a sample shirt in along with a catalog showing all the options. A motion was made (Bailey/Bowlin) to accept the logo sample provided. Districts 1(President's Office, Academic Affairs, External Relations) and 3 (Student Affairs) are up for election this fall. Nominating petitions are available on the Council website. Several petitions have already been received. An election committee will be formed. Janet Werden is in charge of contacting possible committee members.

In **New Business**, There will an outing for the Council members in the fall semester along with a "Meet Your Council" for all civil service, non-negotiated employees after the elections. A committee (Hutson, Hawkins, and Howery) was chosen to make the arrangements for the fall get-together.

A motion was made to adjourn (Ealy/Toomer). It passed unanimously.

The next schedule meeting of the Civil Service Council is scheduled for September 2 at 1:30 pm in the Paris Room of the University Union. All Civil Service, non-negotiated employees are welcome and are encouraged to attend.