

Civil Service Council Minutes

March 7, 2006

Members Attending

Angie Campbell, Brad Green, Jerilyn Hutson, Susan Mathews, Michelle Morgan, Kathy Murphy, Lisa Standerfer, Jenny Stout, Julie Wilkerson

Others in Attendance

Julia Abell, Karla Evans

Members Absent

Julie Benedict, Cheryl Clapp, Allen Clayton, Tami Duzan, Paula Embry, Heidi Hawkins, Dennis Malak, Lionel Sanders, Carlene Schaefer, Janet Werden

President Jerilyn Hutson called the March meeting to order.

Julia Abell provided a report on EIU Day at the Capitol in February and shared pictures taken from the day. The football team was recognized on the House floor. The EIU attendees met with senators and representatives and handed out University fact sheets and calendars. The legislative session will be ending in April. Julia suggested that if anyone has any questions on specific bills to contact Vice President Nilsen's office and they will provide more specific information.

Karla Evans provided information on establishing a scholarship. A handout was given outlining the procedures for establishing an endowed scholarship. A cash in/cash out scholarship is also an option for the Council.

- ❖ An endowed scholarship requires a minimum of \$5000 before an award can be given. There is a five-year window for reaching the minimum amount with \$1000 to establish a temporary account.
- ❖ The current spending rate is 5% with 4.25% for the award and .75% to cover administrative fees.
- ❖ The scholarship criteria is established by the donor—Civil Service Council—with the EIU Foundation Board of Directors approval.
- ❖ The Council would need to determine who would benefit from the scholarship. This will then help to determine the target audience to appeal to for fundraising. Lisa suggested that the Council consider grandchildren of civil service employees.
- ❖ The award amount would rollover from one year to the next if it is unawarded one year.
- ❖ Distribution of the awards go directly to the student accounts.

A subcommittee will be formed to look at this issue in more depth. Anyone interested in working on this project should contact President Hutson.

One Council member had to leave the meeting early resulting in not having a quorum present to continue with Council business after Ms. Evan's presentation.

Julie Wilkerson shared some information she had gathered regarding the bereavement leave question. The information from the IGPs seems to indicate that the leave only covers the specified relatives of the employee.

President Hutson asked the Council members in attendance if there was interested in holding a picnic for our constituents again this year. Julie Wilkerson, Michelle Morgan and Kathy Murphy volunteered to work on planning the picnic. Julie will be checking with Chuck Phillips to see if there are any funds available prior to the new fiscal year. If not, the picnic will be planned for the next fiscal year when the Council has sufficient funds for the picnic.

The next scheduled meeting of the Civil Service Council is April 4th at 1:30p.m. in the Martinsville Room of the University Union. All Civil Service, non-negotiated employees are welcome and are encouraged to attend.

Respectfully submitted,

Jerilyn Hutson