

Civil Service Council Minutes
December 2, 2008
Paris Room, MLK Union
8:30 am

Members Present:

Allen Bryant, Angie Campbell, Andrew Clapp, Melissa Coleman, Mai Dao, Tami Duzan, Paula Embry, Patty Hood, Tim Lewis, Suzanne Mathews, Michelle Morgan, Amy Richardson, Cindy Starwalt, Jenny Stout, and Janet Werden

Members Absent:

Brian Hyder, Michael McBride, Jerry Drummond, Melissa Gordon, Judi Konrad, Julie Wilkerson, and Julie Winnett

Guests Present

Sandy Bowman – Interim Assistant Director, Human Resources; Chris Childress - Associate Director, Business Services, Facilities Planning and Management, David Crocket - (Guest Speaker) Associate Director, Maintenance and Operations, Facilities Planning and Management; Chuck Phillips - Human Resources Director, Gary Reed (Guest Speaker) - Director, Facilities Planning and Management, and Steve Shrake (Guest Speaker) - Associate Director, Design and Construction, Facilities Planning and Management

- I. President Angie Campbell called the meeting to order at 8:30.
- II. Guest speaker (Reed)
 1. The construction of the steam plant is on hold for right now.
 2. Will look at and revisit the Master Plan in fiscal year 2009.
- III. Guest speaker (Crockett)
 1. Reported they received a total of 21,000 work orders.
 2. Discussed the deferred maintenance costs per building with the steam plant being at the top of the list
- IV. Guest Speaker (Shrake)
 1. Explained the renovations, alterations, and campus projects.
 2. Reported updates on the construction of Textbook Rental Service project.
- V. Human Resources Report (Phillips) Nothing to report
- VI. Committee Reports (Campbell)
 1. Election Committee (Wilkerson) No Report.
 2. Personnel Committee (Campbell) –No Report.
 3. Salary Plan Committee – (Campbell) – On hold.
 4. Special Committees:
 - a. Constitution Committee –No Report
 - b. Scholarship Committee – (Morgan) – No Report
 - c. Public Relations Committee (Coleman). Updated the council on the “Meet and Greet” held on November 18, 2008. Council shared ideas in planning for future “Meet and Greet” events.
- IV. 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.
 3. Doudna Tour (Campbell) – Dan Crews gave a tour to several Civil Service Council Members and a few Eastern employees.

V. New Business

1. Staff Senate Update (Campbell)
2. Guest Speakers – (Campbell) – Asked the Council for ideas of guest speakers for 2009. Morgan reported that Dr. Painter would like to come and speak.
3. Executive meeting with President Perry (Campbell) –
 - a. Presented President Perry with suggestions from the “Meet and Greet” in which several employees gave concern towards the observance of Veterans Day.
 - b. Dr. Nadler will be sending out a campus-wide email to update the campus on the parking situation.
 - c. Paul McCann accepted the Interim position for Vice President of Business Affairs.
 - d. The steam plan is temporarily on hold. Will need more analysis on the fiscal side and plans to meet with the neighborhood community.
 - e. The University has been asked to hold 2.5% of the budget in reserve; this amount is lower than the original 8% that was requested.
 - f. The next scheduled meeting is scheduled for February 10, 2009 at 2:00 pm.

Motion to adjourn: Meeting adjourned at 10:05 am (Lewis/Richardson)

Respectfully submitted,

Amy Richardson
Secretary

The next scheduled Civil Service Council meeting is Tuesday, January 6, 2009 in the Paris Room, MLK Union at 8:30 am. All non-negotiated Civil Service employees are welcome and encouraged to attend.