

Civil Service Council Minutes
April 7, 2009
Effingham Rm, MLK Union
8:30 am

Members Present:

Allen Bryant, Andrew Clapp, Melissa Coleman, Mai Dao, Tami Duzan, Paula Embry, Melissa Gordon, Patty Hood, Michele Morgan, Amy Richardson, Cindy Starwalt, Jenny Stout, Janet Werden, and Julie Winnett

Members Absent:

Angie Campbell, Jerry Drummond, Brian Hyder, Judy Konrad, Tim Lewis, and Julie Wilkerson

Guests Present:

Julie Benedict, EAC Representative; Sandy Bowman, Interim Assistant Director, Human Resources; Laurie Neese, ITS; Rhonda Nichols, ITS; Dr. Jill Nilsen, Vice President, External Affairs; Chuck Phillips, Director, Human Resources; Janice Spraker, New Student Programs

- I. Michelle Morgan, Vice President, called the meeting to order at 8:35 am.
- II. Minutes from the March meeting were approved and have been posted to the website.
- III. Guest speaker (Nilsen)
 - a. President Perry spoke to the House and Senate and the legislatures were very positive to his remarks.
 - b. After spring break, the representatives from Springfield will have 6 weeks to work on the budget.
 - c. Eastern is still working hard to find money for the Energy Center.
 - d. Continuing to follow the bills which can be tracked at <http://www.eiu.edu/~eiuer>
- IV. Guest speaker (Benedict)
 - a. Will be attending an EAC meeting next week.
 - b. The Systems Office is looking into changing and cleaning up a couple of rules in regards to verbiage used.
 - c. The Systems Office is also taking a look at A&P positions.
 - d. Layoffs have been reported at other universities.
- V. Guest speaker (Phillips)
 - a. Updated council on Performance evaluations.
 1. Looked at the old tool and was reduced to 2 pages.
 2. Components are still there; now easier to use.
 3. Evaluations are a BOT and IGP/university requirement.
 - b. Online employment applications.
 1. The online application will be available, hopefully, by the end of summer.
 2. Email address will be the preferred method of choice for communication with applicants.
 - c. Human Resource State Universities Civil System audit
 1. Audit has been completed.
 2. Will receive a preliminary audit report in the next month or so.
- VI. Committee Reports
 - a. Election Committee: No report
 - b. Personnel Committee (Gordon) - No Report
 - c. Salary Plan Committee - No Report
 - d. Special Committees:

1. Constitution Committee (Duzan) No Report
2. Scholarship Committee - No Report
3. Public Relations Committee (Coleman)

The committee presented to the council their ideas for the spring picnic.
The council agreed for the committee to continue on with their plans.

VII. Old Business

- a. Staff Senate Meeting (Morgan) - Campbell attended the staff senate meeting where Bill Weber gave a presentation
- b. Comments on SUCCS Program (Morgan) – Positive comments were made by those who attended the SUCCS presentation. Would like to have them come back on an annual basis.

VIII New Business

State Universities Annuitants Association (Morgan) – discussion was made regarding the Governor's budget proposal and how it affects the employees' pension plan. The council would like to invite someone from SUAA for a presentation.

Motion to adjourn: The meeting was adjourned at 9:35 am (Gordon/Hood)

Respectfully submitted,

Amy Richardson
Secretary

The next scheduled Civil Service Council meeting is Tuesday, May 5, 2009 at 8:30 am in the Martinsville Room, MLK Union. All non-negotiated Civil Service employees are welcome and encouraged to attend.