

Civil Service Council Minutes
May 8, 2012
Rathskeller Loft, University Union
8:30 am

Members Present:

Angie Campbell, Bryan Callaway, Melissa Coleman, Melissa Gordon, Lori Rothrock, Patty Hood, Mary Jo Montgomery, Michelle Morgan, John Sigler, Rhonda Nichols, Laurie Neese, Paula Embry, Janet Werden, Suzanne Mathew, Anthony Redding, and Amanda Starwalt.

Member's absent:

Andrew Clapp and Julie Wilkerson

Guests Present:

William Weber, Vice President, Business Affairs; Linda Holloway, Interim Director of Human Resources; and Julie Benedict, EIU - EAC Representative

- I. Meeting was called to order at 8:34 am by President Campbell.
- II. Minutes – Approved electronically (Coleman/Sigler 5-1-12 email)
- III. VPBA update (Dr. Weber)
 - A. The House voted to reduce our current appropriation by 3 million dollars for next fiscal year and income is projected to be down slightly. Large graduation class this year and freshman and transfer student enrollment is expected to decrease.
 - B. The search for an Interim Director of Facilities Planning and Management has begun with the position to be filled by July 2 for a one year appointment. After that a national search will be conducted.
 - C. The search for Associate Director of ITS has been cancelled.
 - D. ITS Security position has been filled Michael Gioia replaces Adam Dodge in that position.
 - E. Pension reform update - HA 6 to SB 1313 eliminates the formula for calculating group health insurance subsidy for retirees and replaces it with the Director of CMS to determine subsidy. Letters have been sent by all University President's.
- IV. HR Update (Holloway)
 - A. Benefits choice period started May 1, 2012.
 - B. Sick Leave bank enrollment can take place now.
- V. EAC Update (Benedict)
 - A. April 19-20 the EAC representatives met. The question was: What is EAC and what do they do?
 - B. There will possibly be a joint meeting between EAC and HR directors this summer.
 - C. Rules changes to 250.30 on exemption rules for civil service positions
- VI. Old Business
 - A. Committee Assignments/Updates
 - a. Election Committee (Campbell) –
 1. Council election will take place May 31. Nomination forms are due by May 11. The forms are on the website and were distributed at the meeting.
 2. District 2 (VPBA) has 7 openings, 2 nomination forms have been received.
 - b. Personnel Committee (Nichols)
 1. Sick Leave Bank Committee has been working on revisions to the policy.

2. Salary Plan Committee is scheduled to meet May 9, 2012 about the current Salary Administration Plan. The Committee has asked for some statistics on how many desk audits take place per year, the number that are approved, denied and appealed.
 3. Patty Hood asked that members of the personnel committee meet after the conclusion of the Council meeting.
- c. Public Relations Committee (Montgomery)
 1. Committee has not met, but Amanda Starwalt has been working on the newsletter. Sample was distributed for Council to review.
 - d. Scholarship Committee (Sigler/Neese)
 1. Angie asked the Council members who were not present at last month's meeting to vote on if an award should be granted in FY 13 instead of waiting to FY 14.
 2. The Foundation board will meet in June to approve the endowment of our scholarship.
- B. HR Director Search (Gordon)
 - a. Interviews are finished and the committee has given its recommendation to Dr. Weber.
 - C. Summer Hours Summer hours have started.
 - D. Election for Civil Service Council will be May 31, 2012. District 2 has vacancies.
- VII. New Business
- A. Meeting with President/Questions for President (Campbell). No meeting was held this month, but the President was asked about the Superior Performance award and it is on his desk. IGPs were found to support awards for service.
 - B. CUPB update (Campbell)
 - a. Newsletter from Facilities Planning and Management on projects they are working on.
 - b. Newsletter on recycling of printer cartridges which is placed in the New EIU Employee folder at orientation.
 - c. Provost Lord distributed information on the progress with enrollment/financial aid/scholarships as a result of the Noel Levitz report.
 - d. Parking Issue was brought up and Vice President Nadler has put in a call to the City of Charleston to address 9th street crossing.
 - e. Districts will change July 1 with the moving of Financial Aid, Admissions and Enrollment Management to the VPAA area.
 - f. An updates on the Strategic Plan was given the webpage will be active soon for quarterly updates.
 - g. The third pension forum was held and well attended, but no new information.
 - h. The Faculty/Staff Café is very close to being completed.
 - i. The Scrubber demolition is close to being done.
 - j. The Old main renovations are complete and look very nice.
 - k. 10th Annual Panther Service Day and EIU Reads is looking for volunteers.
 - l. Video billboard system has been approved.
 - m. The EIU Alert system will be tested this week.
 - C. Universal Meeting time was discussed and a survey will be coming out about it. Please participate.
 - D. The response for the request for input on the Christmas and New Year Holiday closures was tremendous. Thank you to those that participated.

- a. First meeting of the President's Round Table as held. The issues were heavily weighted by the faculty.
 - E. Our next meeting will be June 12, 2012 in Klehm Hall 1418 and a tour of the Café is scheduled. That is the same day as the Disaster Preparedness exercise to be held on campus.
 - F. This will be Janet Werden's last meeting. The Council thanked her for her years of service to the University and the Council.
- VIII. Adjourn to Adjourn (Neese/Coleman). The meeting was adjourned at 9:29 am.

The next scheduled meeting of the Civil Service Council is Tuesday, June 12, 2012 at 8:30 am in Klehm Hall 1418/Faculty & Staff Café. All non-negotiated Civil Service employees are welcome and encouraged to attend.