

Civil Service Council Minutes
November 13, 2012, 8:30 a.m.
Seventh Street Underground (Rathskeller) Loft, MLK Jr. Union

Members Present: Angie Campbell, Brian Callaway, Melissa Coleman, Thomas MacMullen, Mary Jo Montgomery, Rhonda Nichols, Lori Rothrock, John Sigler

Members Absent: Melissa Gordon, Gary Hanebrink, Michelle Morgan, Jeff Wilson, Suzanne Mathews, Anthony Redding

Guests Present: Dr. Richard Enyard, Director, Human Resources and Dr. William Weber, Vice President of Business Affairs

1. Angie Campbell, President, called the meeting to order at 8:30 a.m.
2. Minutes of October 9 were approved
3. Treasurers Report – not available
4. Old Business
 - Election** – none
 - Personnel** –Superior Performance committee met.
 - Public Relations** – Newsletter distributed via listserv.
 - Scholarship** – Discussed utilizing basic application. Scholarship is not directly tuition related. Financial need will be determining criteria if equal candidates. Need to define selection committee.
 - Tobacco Free Campus** - Civil Service asked to assist in tobacco-free survey.
5. New Business
 - A. Strategic Planning update (Weber) – provides analysis/guide for President and Vice-Presidents, asking for metrics.
 - i. –Allocate/Re-allocate Funds
 - ii. Sustainable Enrollment
 - iii. Sustainable Energy
 - iv. Decrease Cost
 - B. Staff Senate Meeting will be November 13, 1:00 p.m., Arcola/Tuscola Rm
 - i. Dr. Blair Lord will discuss enrollment process
 - ii. Dr. Richard Enyard will speak about Human Resource initiatives
 - C. Benefits Survey (Hood)– positive feedback, yet low response. Further communication forthcoming.
 - D. Human Resource (Enyard)
 - i. EAC Election may need to be redone.
 - ii. Operational efficiencies, PARs
 - iii. FMLA Work Group
 - iv. Superior Performance
 - v. Online Applications
 - vi. Benefits Survey

- vii. Robust Supervisory Program
- viii. Wellness initiatives
- ix. Extending examination hours, evenings and weekends
- E. Business Affairs update (Weber)
 - i. Budget FY12 funds received by end of October
 - ii. Comptroller office have scheduled payment
 - iii. Budget Lt. Gov. Sheila Simons addressed campus.
 - iv. IBHE members hosted on campus.
 - v. Pantera staff/faculty café open, reservations required.
 - vi. Honors College remodel ahead of schedule
 - vii. Electronic Signage by end of calendar year
 - viii. Street Scape along Lincoln
 - ix. Facility Director search underway

Motion to adjourn (MacMullen/Coleman): The meeting was adjourned at 9:45 a.m.

Respectfully submitted, Patty Hood, secretary

The next scheduled Civil Service Council meeting is Tuesday, December 11, 2012 at 8:30 am in the Rathskeller Loft, MLK Union. All non-negotiated Civil Service employees are welcome and encouraged to attend.