

Civil Service Council Minutes
March 12, 2013
Rathskeller Loft, University Union
8:30 am

Members Present:

Angie Campbell, Thomas MacMullen, John Sigler, Gary Hanebrink, Rhonda Nichols, Michelle Morgan, Jeff Wilson, Melissa Gordon, Lori Rothrock, Kathy Edwards.

Member's Absent:

Bryan Callaway, Melissa Coleman, Suzanne Mathews, Anthony Redding.

Guests Present:

William Weber, Vice President, Business Affairs; Richard Enyard, Director of Human Resources; Sandy Bowman, University Ethics Officer.

- I. Meeting was called to order at 8:32 am by President Campbell.
- II. February minutes were approved electronically on March 5, 2013.
- III. No update on Treasurers report.
- IV. Old Business
 - A. Committee Updates
 - a. Election Committee –
 1. Ad in newsletter for nominees – May 10 deadline for submission.
 2. Election by End of May if needed.
 3. District 1 – need 7 plus alternate.
 4. District 2 – needs alternate.
 5. District 3 – need 4 plus alternate.
 - b. Personnel Committee – Rhonda/Angie
 1. Proceeding forward with Superior Performance Award
 - c. Public Relations – No news to report.
 - d. Scholarship Committee –Michelle Morgan
 1. Reviewed rubric and discussed recommendations.
 2. **VOTE:** Melissa Gordon motioned that application deadline be from Jan 1 – April 15 yearly. Motion seconded by Jeff Wilson. Motion was carried. Vote was taken with all council members in favor and none opposed.
 3. Angie and Thomas will work on procedure manual for constitution committee.
 - B. Strategic Planning Implementation Steering Committee
 - a. Patty Hood was our representative and has left so need replacement. Thomas MacMullen volunteered to fill her spot.
 - C. FPM Director Search
 - a. So far approximately 52 applicants. Search committee has narrowed down and is calling references. Hoping to have 3-5 names by end of following week to give to Dr. Weber.
- V. New Business
 - A. Council Vacancies
 - a. Secretary – Rhonda elected to stay as secretary with Kathy Edwards to serve as alternate when Rhonda is absent.

- b. Vice President – John Sigler volunteered to serve as Interim until elections.
 - B. Elections – Passed out forms and reminded to fill out and turn in.
 - C. Dr. Weber update
 - a. Program Analysis template has been reviewed and will forward a copy to council for review.
 - VI. Motion to Adjourn (MacMullen/Sigler). The meeting was adjourned at 9:50 am.

The next scheduled meeting of the Civil Service Council is Tuesday April 9, 2013 at 8:30 am in the Seventh Street Underground (Rathskeller) Loft, MLK Union. All non-negotiated Civil Service employees are welcome and encouraged to attend.