

Civil Service Council Minutes
August 12, 2014
Rathskeller Loft, University Union
8:30 am

Members Present:

Angie Campbell, Rhonda Nichols, Bryan Callaway, Laura Smith, Jerri Hinton, Melissa Gordon, John Sigler, Dan Crews, Michelle Morgan, Cay Kolling, Donna Noffke, Melissa Coleman.

Member's Absent:

Anthony Redding

Guests Present:

William Perry, President; Linda Holloway, Interim Director of Business Services; Richard Enyard, Director of Human Resources; Julie Benedict, EAC representative; Kelly Simmonds, Human Resource Officer; Laurie Neese, Administrative Assistant; Jodi Craig, Office Support Assoc.

- I. Meeting was called to order at 8:30 am by President Campbell.
- II. July minutes approved electronically on July 9.
- III. Treasurer Report
 - A. Scholarship fund \$12,419.14
 - B. Operating Budget \$596.25 (unofficial)
- IV. President Perry Update
 - A. Brief update on things happening around campus:
 - a. New Director of Admissions, Chris Dearth, began August 1, 2014.
 - b. New Athletic Director, Tom Michael.
 - c. Fourth consecutive record-setting year for fundraising. Contributions of more than \$16.7 million in gifts, pledges and planned gifts for Fiscal Year 2014.
 - d. Iconic bur oak tree lost a large portion of branches without cause and the raised concern of safety has caused the decision to be made to remove the tree entirely. Ideas are being discussed on how to preserve memories from the harvested tree.
 - e. Decrease in enrollment expected for fall. Won't know final numbers until count day.
 - B. Q&A
 - a. Q1-Cay Kolling: Paul McCann had mentioned the possibility of 100-180 layoffs at last civil service Council. Where do those numbers stand?
A1: Budget indicated that more money was needed even after attrition. Will be closing out fiscal year in President's Council on Monday. Hoping to have something out to the campus by the end of next week.
 - b. Q2-Donna Noffke: Have furloughs been discussed? Non-negotiated employees feel like that would be a double hit for them after not receiving a raise.
A2: Nothing has been discussed yet. Discussions will resume on budget concerns in Presidents Council meeting.
 - c. Q3-Dr. Enyard: How do we manage the desk audit process?
A3: Decisions have not been made on how to manage them. Discussing further with Tom Warlock.

- d. Q4-Jeri Hinton: Will there be clarification behind the decisions made for budget cuts?
A4: Each VP will handle communication to their area.
 - e. Q5-Rhonda Nichols: When will the Presidential search begin?
A5: Search committee has been formed with Joe Dively being the chair. Search firm has been hired and will be on campus September 9.
 - f. Q6-Angie Campbell: How/when will the people be told about layoffs/furloughs?
A6: Process will be followed according to policy.
- V. HR News – Dr. Enyard
 - A. Jeff Marlow took position with Charleston High School so position for Compensation Manager is open.
- VI. VPBA Update – Linda Holloway
 - A. Still working on Sick Leave Bank issues. New policy went into place this Benefits period that we were not ready for programmatically. Trying to accommodate fixes manually until program changes in place for next year.
 - B. Question was asked how employees would be notified of any furlough or layoff. Linda replied that they would follow policy for notification.
- VII. Old Business
 - A. Committee Assignments:
 - a. Election—No updates.
 - b. Personnel—No updates.
 - c. Public Relations – still working with bulb company for possible fundraiser in the fall.
 - d. Scholarship—No updates.
- VIII. New Business
 - A. Spirit Day is on Fridays – wear EIU blue.
 - B. Michelle Morgan requested to be moved back to full member from alternate. Position is available. Cay Kolling made motion for Michelle to be put back to full member. Laura Smith seconded the motion. All in favor none opposed. Motion approved.
 - C. EAC update – Julie – met in July. Still working on exemption procedures for classification.
- IX. Motion to Adjourn (Noffke/Hinton). The meeting was adjourned at 10:00 am.

Upcoming Meetings:

September 9, 2014 – Rathskeller Loft
 October 14, 2014 – Rathskeller Loft
 November 11, 2014 – Oakland Room
 December 9, 2014 – Rathskeller Loft

All non-negotiated Civil Service employees are welcome and encouraged to attend.