

Civil Service Council Minutes

October 14, 2014

Rathskeller Loft, University Union

8:30am

Members Present:

Jenny Stout, Dan Crews, Bryan Callaway, John Sigler, Laura Smith, Donna Noffke, Melissa Gordon, Michelle Morgan, and Jerri Hinton.

Guests Present:

Paul McCann, Interim Vice President, President Perry, and Melissa Merritt.

- I. Meeting was called to order at 8:30 am by President Campbell.
- II. September minutes approved electronically.
- III. Scholarship Fund Balance: \$12, 858.41.
- IV. President Perry Update
 - a. Melissa Merritt (guest) US Probation and Urban Parole accepted in Leadership/Development Program (3 years).
 - i. Shadowing President Perry to learn leadership roles and observing a variety of meetings on campus.
 - b. There is an ad in the DEN and Times Courier that the EIU is #4 in the Midwest Public University Recognition.
 - c. Freshman enrollment is down and it did not meet goals
 - i. Impacted by other Universities going deep into waitlists
 - d. Chris Dearth Enrollment Management
 - i. Goal is to renew relations.
 - ii. October 13 – 1400 people attended the Open House and 600 were students. Encouraged to apply that day by waiving the application fee.
 - e. International enrollment increased from 210-280
 - f. North Central Association reaccreditation site visit to take place next week.
 - i. Budget loaded into Banner by this week. Business Affairs should be loaded by the following week.
 - g. Check on temporary extra help position for Family and Consumer Sciences. Look at the way temporary extra help is being used.
 - h. No word on additional layoffs to the seasonal layoffs. Expecting only the normal seasonal layoffs.
 - i. Search for President
 - i. Ads have been placed.
 - ii. Candidate airport interviews taking place in the Fall and on-campus visit to take place in January.
 - iii. Continuing work on the goals previously started.
 - j. Questions from the Council (Campbell)

- i. Status of Memorial Tree
 - 1. Talk with Bob Martin and Paul McCain about cost and loss of them.
 - ii. Pension Issue:
 - 1. University taking on partial cost? The proposal was - If state keeps retirement whole and university takes on by phase, which did not happen
 - iii. Salary study
 - 1. Still looking at it and will continue review this month
 - iv. Superior Performance Program
 - 1. This is 3rd Year of Pilot Program.
 - 2. No change to it and it will continue the same as in previous years.
- V. Old Business
 - a. Election Committee – no report
 - b. Personal Committee – none report
 - c. Public Relations - \$517 in total sales from the Mums. Sold 83 making a total profit of \$185. May be interested in doing bulb flowers in the spring. Will also look into selling poinsettia wreaths/grave blankets during holiday time.
 - d. Scholarship Committee – Waiting on word from Christine Edwards regarding the award amount for the Council scholarship. Meeting will be set in the near future to plan for this year.
 - e. Homecoming
 - i. Deadline October 15, 2014 at 4:30 (Friday) to decorate office. Winners announced on Wednesday during Faculty/Staff Lunch.
 - 1. Opened up to community. Winner gets tickets at ballgame and recognized at Presidents tent.
 - 2. Residence halls winners will be announced at Yell like Hell.
 - f. Presidential Search going well (Gordon)
 - g. Office 365 email Migration continues
- VI. New Business
 - a. NCA Site visit
 - i. HR and CSC = Session October 21, 2014 from 11:10-12 in BUZZ 1420
 - ii. Staff open session October 21, 2014 in LH 2030
 - b. VPBA Update (McCann)
 - i. X lot Status: Parking in Old Main visitor's lot. Removed tanks for Old Steam Plant - found contaminated soil.
 - 1. \$174,000 to remove dirt and dispose
 - 2. Remainder of work completion may depend on weather
 - ii. Working on the budget nonstop. There will be no flat cuts. They are specifically looking at units and will not replace equipment unless it is broke.
 - iii. Slow permanent improvements because the president doesn't want to hurt academics

- iv. Program analysis has no effect on budget cuts and still need time to factor in the possible 2016-2017 budget. Update will come soon.
- v. FY16 cuts will look at Program Analysis. Need to define what we do well because that is what they will be focusing on.

VII. Motion to Adjourn (Hinton/Noffke). The meeting adjourned at 9:38 am.

Upcoming Meetings:

November 18, 2014 – Shelbyville Room

December 9, 2014 – Rathskeller Loft

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