

Civil Service Council
Minutes
September 8, 2026
8:30 a.m.
The Loft in 7th Street Underground

Members present: Partlow, Zerbst, Morris, Pedigo, C. Brown, Steiskel, Stout, Keck, A. Brown, Mattingly.

- I. Call to Order @ 8:30am
- II. Approval of Minutes from the August 11, 2026 meeting – Motion for approval: Morris, 2nd: C. Brown: motion passed.
- III. Treasurer's Report (Stout)
 - A. Civil Service Council Scholarship Endowment - \$31,071.05
 - B. Operating Budget - \$233
 - C. Larry Shobe Memorial Garden - \$745.17
- IV. VPBA and HR Updates – *Vice President Matt Bierman*
 - A. CDB/Campus Projects update
 1. Fall Update on 9/30/26 in Doudna @ 8:30; 8:00am donuts served.
 2. Budget/VSIP
 - a. Board of Trustees meeting on 9/10. EIU will present final budget \$3.1 million operating budget deficit not counting VSIP savings
 - b. Non-appropriated budget was flat in June – now \$2.1million deficit due to student fees going down and based on enrollment
 - c. Operating budgets loaded at 80%
 - d. Some p-cards will be closed due to low activity
 - e. Restricting toner purchases for desktop printers. Any complaints, send to VPBA.
 - f. Purchasing has a meeting with Staples this week as a possible third office supply option
 3. Utility Tunnel – Roosevelt and 9th Street will be closed for a month.
 - a. Tunned project is 7.5 to 10 days behind schedule
 4. Enrollment Update – Retention rate is 70% - a 1.6% increase from last year
 5. Questions for VPBA
 - a. How long will BOT tolerate us operating at a deficit? Not long, but don't announce this publicly.
 - b. Hoping this will be the last year of decrease of international enrollment
 - c. New Funding formula would get us out of deficit.
 - i. 6% if implemented would get us approximately \$3 million
 - d. Talk to your representative about the Equitable Funding Model
 - e. Closing some buildings – Twelve to 24 months until Student Services Building will be demolished.
 - f. Will VSIP be offered to negotiated civil service positions?
 - i. Not likely since they will need to be replaced
 - B. Human Resources update- *Fantasy Sharrett*
 1. HR Training and Development (Ongoing)
 - a. Office Supply Surplus Project update - still being developed; no space acquired yet
 - b. Fantasy will be leaving EIU in two weeks. Interim will be announced this week; seach will be conducted immediately.

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- V. EAC Representative Update (*EIU Representative*)- Petitions for Candidacy were due by end of day 9/4/2026. Fantasy confirmed with the HR team we did not receive any completed Petitions for the EAC election scheduled for September 30, 2026.
- A. Fantasy will notify Andrew Harpst, the SUCSS EAC chair to let him know and ask for next steps. We may need to change the Election Date, submit a new Election Notice, and start the timeline again. Perhaps this time, HR can send an email to ALL Civil Service employees, instead of only placing the notice in the [EIU Employee Newsletter](#), as that may help warrant more interest.
- VI. Staff Senate – Will vote on new CSC member at the 9/9 meeting.
- VII. Committees
- A. Committee Reports-
1. **Constitution and Bylaws (special)** - All members
 - a. *Subcommittee: Inactive until FY 2028 per Section 6.b. in Bylaws. Any changes to the Constitution or Bylaws can be submitted to hold until reconvened.*
 2. **Election (standing – 1yr term)** – *Zerbst (Chair), Morris, Mattingly, Griffith, Keck, Kousma*
 - a. Motion to elect Crystal Brown as VP – Zerbst; 2nd – Partlow; motion passed.
 3. **Personnel (standing – 2yr term) – at least 5 members** – *C. Brown (Chair), Morris, Keck, Magee, Mattingly, Stout*
 - a. University Personnel and Grievance Committee -
(<https://www.eiu.edu/labor/Grievance%20non%20neg%20cs.pdf>)
 4. **Public Relations (standing – 1yr term) – at least 5 members** – *Morris, Pedigo, Partlow, Griffith, Magee*
 5. **Salary Plan Committee (standing)** – *Morris, C. Brown*
 - a. *University Salary Plan Committee is VPBA, Director of HR, CSC President & Chair of the Personnel Committee*
 6. **Scholarship (standing) – at least 1 member from each district** – *Established 6/2/07 – Magee, Stout, Mattingly, Adducci*
 7. **Larry Shobe Memorial Garden Planning Committee (special)** – *Morris, A. Brown*
 - a. The wooden benches have been removed
 - b. Art Department have a couple of students interested in the mosaic project.
 - c. Arlene will still be involved after she retires
 8. **Council of Councils Planning Committee (special)-** *A. Brown, Drum, Partlow, Magee, Stout, Morris, Sharrett*
 - a. Check with your supervisor as this can be considered as professional development
 - b. Arlene will check with Fantasy about her breakout session since she will be leaving EIU before the conference.
 9. **Parking Advisory Committee (special)** – *Morris*
 - a. Annuitant parking permits are still available – not going away as of right now
- VIII. New Business
- IX. Unfinished Business

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X. Constituent Concerns & Comments

- A. Can/will VSIP be offered to civil service union employees in the future?

XI. Adjournment

Upcoming Important Dates and Deadlines

- Staff Senate Meeting – Wednesday, September 9 @ 1:15 pm (Loft - 7th Street Underground)
- Staff Senate Meeting – Wednesday, October 14 @ 1:15 pm (Loft - 7th Street Underground)
- Staff Senate Meeting – Wednesday, November 11 @ 1:15 pm (Loft - 7th Street Underground)
- Staff Senate Meeting – Wednesday, December 9 @ 1:15 pm (Loft - 7th Street Underground)
- Council of Councils – October 15-16, 2026 – All Council members need to register.
 - Check with your Supervisor on how to report your time when you attend the conference.
 - [Click Here to Register](#)
 - Meet & Greet on October 15th starts at 6pm in Old Main. CSC members attending, please plan to arrive at least 15 minutes prior to the start.

Upcoming Council Meetings:

- October 13, 2026 at 8:30 am – Rathskeller Loft - 7th Street Underground
- November 10, 2026 at 8:30 am – Rathskeller Loft - 7th Street Underground
- December 8, 2026 at 8:30 am – Rathskeller Loft - 7th Street Underground

General Announcements:

- Sept. 14th – Pizza Social @ President Gatrell's home from 5-6pm – Please RSVP if you haven't already.
- Arlene Brown's retirement reception will be on Sept. 29th @ EIU Bowling Lanes from 2:30-3:30pm
- Melissa Gordon's retirement reception will be on Sept. 22nd @ Old Main Cougil Foyer from 10-11am
- Michelle Morgan and Michelle Rhine's retirement reception will be on Sept. 25th @ Buzzard 2504 from 2:30-4pm
- Becky Shew retirement reception – in Old Main on Sept. 30th from 2:00-3:30pm
- Bowling league starts Monday, Sept. 14th – need more people to join

Arlene was thankful for her time on the council and thankful to have worked with each of us.

Meeting adjourned: 9:11 am

Recorder: Amy Morris