

**Civil Service Council (CSC) Meeting
July 10, 2001**

Present: Christa Lawhun, Martha Burk, Vicki Bryan, John Moss, Ron Thompson, Bob Sipes, David Turner, Jack Wylie, Terry Brown, Keith Smith, Elaine Thoennes, Barb Dallinger, Andy Monninger, Lin Hinds, Pat Schnitker, Jan Bremner, Marcia Strum

Excused: Sharon Foiles

Christa Lawhun opened the meeting at 12:00 p.m.

New Business

- Elected new officers
 - Chair – Christa Lawhun
 - Vice Chair – Lin Hinds
 - Treasurer – Martha Burk
 - Secretary – Elaine Thoennes
 - Official Parliamentarian – Lin Hinds

- Committee Assignments
 - Parking – Terry Brown with Ron Thompson as back up
Meets 2-3 times per year. Advisory in nature. Made up of students, faculty, A/P and CS. Other civil service members are Mike O’Grady and Bonnie Mohr.
 - Benefits/Sick Leave Appeals – Ron Thompson
Contacts the Benefits Office for updates and participates in sick leave appeals committee.
 - Foundation – Lin Hinds
Meets 3 times per year on Saturdays. Civil Service representative has no vote currently but we are proceeding with a proposal to gain voting rights.
 - Campus Communications – Marcia Strum and Christa Lawhun
Meets 1-2 weeks prior to BOT meetings. Advisory in nature. Attends BOT meetings.
 - Activities – Terry Brown, Keith Smith, Barb Dallinger, Andy Monninger, Jack Wylie (Marge Casey, ex-CSC member will also assist)
Meets as needed for social and fundraising activities that include Homecoming, Holiday Party, Picnic, Shopping Trips, etc.
 - Scholarship – Christa Lawhun, Bob Sipes and we will ask Sandy Krumtinger if she will continue
Awards scholarships. Committee is compiled of CSC Chair, CSC past Chair, CSC member, CS non-council member, foundation representative, and parent of past recipient.
 - Elections – Vicki Bryan, Pat Schnitker, Keith Smith
Handles the elections of CSC members.
 - Educating Illinois – Keith Smith, Lin Hinds, Martha Burk, Terry Brown
Works on how to get everyone involved.
 - Constitution By Laws Review Committee – Lin Hinds, Barb Dallinger, Sharon Foiles, John Moss
Reviews By Laws for needed changes with input from Council.
 - Merit Board – David Turner
Representative of Illinois State University to Merit Board in Champaign.

- Agenda items should be submitted to Christa Lawhun the Friday prior to a Council meeting. Agendas will be sent out to the CSC members the day before a Council meeting.
- Briefly discussed MNBA contract with the University. Concern that staff information is being sold. Lin will contact Steve Bragg for more information. Also will look into what type of data restriction is available to staff.
- Question arose about accrual of service time while on leaves over one year. Jan Bremner will look into and report back.

- Question arose about using Social Security numbers as ID number at University. It was stated that when the social security numbers were created they were not meant to be used for ID purposes. At one time the University did not use them, however now we are all known everywhere by our social security numbers.

Reports

Secretary - Minutes from June 19, 2001 were approved.

Treasurer – The Treasurer’s report was accepted as read.

Foundation – Lin will prepare a proposal to gain voting rights on this committee. Question was raised about A. Goldfarb donating his raise to the Foundation. Where is it being used? Was it a one time donation or done annually? The Foundation Office notified us that we have an additional \$1,000 that has not been included in our Foundation account balance. Discussion was held regarding increasing the scholarships from \$500 to \$1,000. Is this additional \$1,000 a one-time addition or will we receive every year? Council will investigate whether this \$2,000 Foundation balance is permanent and are there limitations of amount of scholarship given by either CSC by laws or Foundation? Will revisit amount of scholarship after all questions are answered.

By Laws – Will look into reconfiguring number of representatives assigned to each group to reflect consistent ratios of group members to representatives. Council was asked to review the by laws which are located on the website.

Campus Communications – There will be a joint discussion with the Town of Normal Council held before the July 20, 2001 Board of Trustees meeting. It will be held from 8am-9:15am in the Circus Room at the Bone Student Center. This discussion is open to everyone.

Old Business

- Need to prepare written descriptions of what each officer does and what each committee does.
- Upcoming meetings – The Council of Council will be held in Macomb on Friday, October 5, 2001 from 8am-4:30pm. The Employee Advisory Committee (EAC) will be held Thursday, October 4 and Friday, October 5 in Macomb. CSC members wishing to attend need to schedule time off (release time is not available) and make reservations as soon as possible. If you plan on attending both days and need overnight accommodations, you should make them as soon as possible.
- Briefly discussed issue of students leaving campus and Town of Normal’s plan for new transportation system helping them leave.

The meeting adjourned at 1:03 p.m.

The next Civil Service Council meeting will be held Tuesday, July 17th, at Noon, in the Spotlight Room of the Bone Student Center. Special Guest: Dick Runner, Director of Facilities Planning, will discuss the Campus Master Plan.