

**Civil Service Council (CSC) Meeting
September 18, 2001**

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

Guests: Joe Rives and Dick Runner

Absent: Marcia Strum

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

Minutes for 9/4/01 were approved with one change: Chris Jackson should be reflected as excused.

Joe Rives and Dick Runner were present to discuss Educating Illinois and the Campus Master Plan:

Joe began by expressing that Educating Illinois is the University's Strategic Plan and it relates to the Campus Master Plan. They work together to create the whole picture along with the Capital Campaign to help fund the plan and make it a reality. Educating Illinois has core values IPADC (or as Joe says, "I picked a damned good campus!") . . . I=Individualized attention, P=Public opportunity, A=Active pursuit of learning, D=Diversity, and C=Creative response to Change.

Dick displayed a map indicating how the Campus Master Plan will give identity to areas outside the Quad. Names being discussed for neighborhoods are: North Quad that will include BSC and North to Willow Street; Athletics Park on West Campus; Educational Commons in the Northeast corner; Historic Quad; and Redbird Village to the South and East of campus to Kingsley.

Extensive green spaces are projected in the next 15-20 years. Possible ways to create this green space will be to consolidate parking, create underground parking, or a large structure on West side. Comments from groups across campus have stated a desire to create a more attractive campus.

Another map indicated all existing buildings and proposed buildings. Proposed buildings are placed with green space in mind and attractive edges to campus. Replacement of residence halls to new locations will provide green space in former space. Commercial space in first floors of buildings such as an Avanti's, Kinko's, or hair cutting. Reroute 51 North and South corridors onto Kingsley. Set buildings back for green space. Close University Street and create plazas to restrict private vehicle traffic but allow for emergency, service, and delivery accessibility. We need pedestrian friendly campus per comments received from groups on campus. Move general programs to edge of school as in the proposed new Educational Quad. Propose rebuilding Centennial East and West to meet needs of programs. Build a power plant/heating plant that doesn't look like a power plant in the center of campus. Bone Student Center would receive a new face to create a new entrance to institution with green space, not parking. The wellness activity center could have parking underground and green space all around.

At the Board of Trustees meeting on October 19th they will have first look at the Campus Master Plan. A narrative and series of boards (maps) will be placed on the web. There will be time for all faculty and staff to comment on Plan and ask questions. This Plan is an overview – conceptual. It is broad, expansive and bold. We need high quality facilities and campus. Currently we have only 70% of our need. If you look back 20 years you can see our growth – this Plan looks at the next 20 years. Committee will return to Board of Trustees in February for their final approval. After approval we will begin to break up into teams. The Plan will provide the framework and an opportunity for the University to partner with the Town of Normal.

Q. Disability accessibility with parking moved to edge of campus. **A.** Ruth Townsend is part of steering team and is an advocate for persons with disabilities. Looking at a transit system for the institution with the Town of Normal or maybe a part of the B/N transit. We don't yet know how it looks but a number of Universities have gone to this system.

Q. NCHS. **A.** University and prior administration were in discussions about NCHS, current board has tabled the discussion, once a permanent superintendent is in place discussions may reopen.

Q. Cost. **A.** No cost yet has been put to the Plan. Need to use all traditional sources plus new sources; we will need to be creative. Discussion of cost may stifle discussion of what should be included in the Plan.

Q. Town of Normal development and motel/hotel closer to campus. **A.** University has engaged in discussions, survey conducted, and a number of branded hotels are interested in coming to B/N. Town of Normal wants good quality hotels.

Q. Priorities. **A.** Setting priorities will be part of the implementation stage addressed by an Implementation Team. Some will be a natural sequence. Once Plan is approved then priorities will be discussed.

Q. Parking – has it been discussed with students? **A.** Working with students, Parking Services, and consultant to look at what University will need in the future.

Q. Apartment buildings and businesses locations. **A.** Some businesses could relocate into campus buildings.

Joe Rives and Dick Runner accepted the Council's invitation to present the full PowerPoint presentation to all Civil Service staff. The Council has tentatively scheduled for Thursday, November 8 at 4:30pm. Watch for more information.

Reports

Human Resources –

- Military Call Up - Information regarding the military call up will be posted on the Human Resources website Thursday, 9/20/01. Sick, vacation, and retirement accruals as well as seniority will continue. Any pay rate increases that would normally go into effect will continue. They don't have all answers on insurance yet. The government Act states this is good for up to five years and would cover you even if you enlist now. Human Resources do not have the number of staff in military reserves. Question was raised about extending extra help over 900 hours; Human Resources has not looked into this at this time.
- Social Security Numbers – Social Security numbers must be used for tax purposes. Discussed possibility of using position numbers instead of social security numbers for other identification within University. For example, time sheets that are completed by facilities management personnel. Two articles were distributed to council regarding use of social security numbers and identity theft. A couple of our senators are working on this problem however due to terrorist attack last week it has been put on hold. This is a University wide situation. Christa will contact Steve Bragg to discuss Social Security number usage.

Merit Board –

- Next board meeting is 9/19/01.
- The Council of Council meeting will be 10/4/01 and 10/5/01. Martha and Christa will be attending. Lin's plans changed upon acceptance of a new position.
- Jeff Brownfield will be conducting an audit on campus 9/24-28/01. Christa will be sending e-mail with some concerns to address that will include: concerns about interns and misuse of extra help. Extra help was designed to help out in emergency situations however it appears it may be used for short term temporary help. Also, the question will be raised about offering overtime before hiring extra help.

Foundation Funds Subcommittee – meeting has been scheduled. No report.

Activities –

- Shopping Trip to St. Louis – Scheduled for November 3 and will cost \$20. We will have space for 47. Arrangements have been made for the participants to receive a coupon to allow them to park in the Bone Student Center lot at no charge. Look for more information in the October OpenLine.

Unfinished Business

VIP – Ben Ryburn and Tammy Carlson will present the VIP Comprehensive Plan at a special session of the Civil Service Council on 9/25/01 at Noon in the Spotlight Room, BSC. This meeting is open to all Civil Service employees.

New Business

The Council members thanked Elaine Thoennes for doing a great job in providing such detailed minutes.

The meeting adjourned at 1:07 p.m.

The next regular Civil Service Council meeting will be held Tuesday, October 2nd, at Noon, in the Spotlight Room of the Bone Student Center. Special Guest: Susan Kern of University Advancement will speak on the Capital Campaign.

A special session of the Civil Service Council will be held on Tuesday, September 25th, at Noon, in the Spotlight Room, BSC. Special Guests: Ben Ryburn and Tammy Carlson will present the VIP Comprehensive Plan. This meeting is open to all Civil Service employees.