

**Civil Service Council (CSC) Meeting
April 16, 2002**

Present: Vicki Bryan, Martha Burk, Barb Dallinger, Lin Hinds, Christa Lawhun, Andy Monninger, John Moss, Pat Schnitker, Bob Sipes, Keith Smith, Elaine Thoennes, Ron Thompson, Jack Wylie, Tammy Carlson, Marcia Strum

Excused: Chris Jackson, David Turner

Absent: Terry Brown

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

Approved Minutes for 03-19-02 (Ron, Martha). Discussed review of minutes before distribution. Minutes will be emailed to Executive Committee for review before distribution.

Reports

Activities –

- Civil Service Lunch on the Milner Plaza-May 17 – distributed flyer to council members. The flyer will appear in the OpenLine. Martha has sent back form to reserve Plaza. Marge Casey will help with the lunch. Keith is coordinating with her. We received \$250 for tables and chairs from University Advancement. We will put up the Civil Service Council banner. Discussed dessert and it was approved to get cookies from WalMart.
- Scholarship Raffle - Keith has a letter to take to vendors when requesting donations for the raffle. Martha is keeping list of prizes. Martha deposited \$228 for raffle tickets sold at the Awards Ceremony. Keith has the raffle tickets to check out for sale. The Civil Service Council would like to thank Koko Printing for printing and donating the tickets for the Scholarship Raffle.
- Shakespeare – Lin has requested information on group night at Shakespeare.

Employee Advisory Committee (EAC) – Dave has lots of information but he is sick today. Will add to next agenda.

Human Resources –

- Open House – will be held at Human Resources May 22, 23, and 24. Watch for more information.
- Benefits Choice – May 1-31. Benefits Choice Fair will be May 9 in Old Main Room.
- Awards – Jan said it was a great job. Tammy said she has received comments on a great job and a lot of fun.
- Health Insurance – no change known to date regarding University picking up the bill. Medicare cost is coming back to University (1.45%). More information should be at President's Meeting on Wednesday, May 17, 4pm, Schroeder 138.
- Paychecks – Direct Deposit or pick up at Cashier's Office. No release time – employee needs to work out with department. David Hall will be speaking at our May 21st meeting regarding bi-weekly paychecks. Lin will contact David to alert him about questions on direct deposit and see if someone else from Payroll will be joining David to cover the additional topic. We have moved our May 21st to the Student Services Building Room 375 in anticipation of additional staff attending to discuss these issues.

Unfinished Business

- Scholarship Update – Dr. Goldfarb has signed off on the scholarship proposal. He is not sure of the name yet and may add other family names. Foundation is typing up form with signatures. Announcement in OpenLine when we get name.
- Constitution and By-Laws Update – Committee meets next two Tuesdays.
- Election Status – Received 58 nominations. Group III – election committee made decision to go with 1 candidate. Group V still needs to be reviewed for consideration of splitting due to its large size. Waiting for information from nominees. Will look at percentages of number of staff in Group 5 at our first meeting in June. Discuss with Jan Bremner before she retires. Vicki will get info from HR to present.
- Donny Osmond Concert – 6 on list to volunteer usher, information was sent out by Barb. Provost Search – Christa submitted names to Vic. Expect announcement at President's Meeting, May 17.
- Social Security Numbers – need to keep on agenda.
- Dear Abby column – Marcia followed up on column regarding Social Security and state employee retirement. House Bill 2638 and Senate Bill 1523 have been introduced but have not gone anywhere yet. Marcia has two flyers regarding the Social Security benefits for retirement and disability. Christa will forward copies to the Civil Service Council

members. Durbin and Federal Government are sending responses to her inquiries. Every state is effected not just those listed in the Dear Abby letter. For more information you can go to www.ssa.gov. Christa will send out more information on the Bills.

New Business

- Child Care Implementation Team – Karen Stephens has requested to attend one of our meetings to discuss. The Council will invite her to the May 7th meeting.

Reminders

- April 17 – Open campus meeting with President Boschini – SH138
- April 30 – Civil Service Systems Office Orientation at Urbana
- May 7 – Guest Karen Stephens, Child Care Implementation Team – Civil Service Meeting in Spotlight Room
- May 10 – Board of Trustees Meeting
- May 17 – Lunch on the Plaza
- May 21 – Guest David Hall, Payroll – Civil Service Meeting in SSB 375
- May 21 – Raffle Drawing

The meeting adjourned at 12:50 p.m.

The next regular Civil Service Council meeting will be held Tuesday, May 7th, at Noon, in the Spotlight Room of the Bone Student Center. SPECIAL GUEST: Karen Stephens will discuss the Child Care Implementation Team, a part of *Educating Illinois*.