

**Civil Service Council (CSC) Meeting
October 1, 2002**

Present: Martha Burk, Julie Caplinger, Paul Collins, Barb Dallinger, Lin Hinds, Christa Lawhun, Andy Monninger, John Moss, Theresa Sanchez, Ron Thompson, Pam Burress, Tammy Carlson, Marcia Strum

Absent: Vicki Bryan, Pat Schnitker, Elaine Thoennes

Martha Burk opened the meeting at 12:00 p.m. Approved Minutes for September 17. (Caplinger, Lawhun)

Reports

- **Parking** – The Council thanked Bonnie Mohr for her years of service to the Parking Committee.
- **Scholarship** – No requests have come in yet. Council members are eligible to apply.
- **Activities -**
 - **Bus Trip** – 20 people have signed up for the mall and 5 for the Amana Colonies. The deadline is in November.
 - **Conklin's Theatre Trip** – There have been 6 responses, including 1 group, for a total of about 16 so far. The favored time is the Sunday brunch. There is a \$100 refundable deposit.
 - **Homecoming** – Check-in for the parade will occur between 8:30 and 9:00 am. The Council is entry #72 and we will be using a truck from Facilities. Council members and friends should meet at the Facilities parking lot at 8:00 am. Please contact Christa by Friday.
 - **Children's Holiday Party** – Party will be held on Saturday, December 7, at 10:00 am in the South Gym at Horton Field House. Gamma Phi Circus will perform. Cookies and punch will be served and Hinds will look for a sponsor. We still need someone to be Santa and items for the goodie bags.
 - **Madrigal Dinners** – Hinds suggested that the council consider a Madrigal dinner as a group. She will investigate the possibilities and work with Pam Burress to get information in OpenLine.
- **Constituent Groups** – No report. The committee will reconvene to address the concerns expressed by Jan Bremner and will do further work with Tammy Carlson.
- **Social Security Memo** – It was suggested that the memo include specific examples of the use of SSN across campus. The dates were modeled after the timeline at University of Illinois. Hinds will mail the revised memo to Bragg next week.
- **Motorcycle Issues** - Bob Nuckolls is in receipt of the memo from the Council and will discuss the issues with Burk.
- **Release Time** – Release time in Facilities continues to be an employee concern. The council decided to write a memo to Chuck Scott and Lawhun, Caplinger and Hinds will draft a memo.
- **Council of Councils** – Currently Hinds and Burk are expecting to attend. Upon motion made and seconded (Collins, Thompson), the Council will provide accommodations and travel as needed for up to 2 persons to attend the Council on Councils meeting each year. Motion passed unanimously. The Council then discussed how to determine who would attend. Upon motion made and seconded (Dallinger, Lawhun), attendance at the Council on Councils meetings will be opened first to the current executive committee and then to the general Council members. Motion passed unanimously.
- **Consensual Relations** - This policy will be presented to the Academic Senate within the month. It appears to be a disclosure policy that clarified current and expected practices. Council members were asked to review and bring comments to the next meeting.
- **University Family Campaign** - Council members were reminded of the importance of the Family portion of the Comprehensive Campaign. Large donors and grantors often look at the percentage of employees who give back to the institution. The amount of an employee donation is not as important as their participation in the program. The campaign is not looking for big donations from employees. Participation from Council members was encouraged as we serve as the leadership group for the entire Civil Service constituency at Illinois State. There will also be a reminder put in OpenLine.
- **Tech Zone** – Council members were reminded that faculty and staff receive significant discounts on orders for computers and related equipment through Tech Zone, located on 2nd floor east in Bone Student Center.

The meeting adjourned at 1:00 p.m.

The next regular Civil Service Council meeting will be held Tuesday, October 16th, at Noon, in the BSC Spotlight Room.