

Civil Service Council (CSC) Meeting

March 18, 2003

APPROVED on April 1, 2003

Present: Vicki Bryan, Martha Burk, Paul Collins, Barb Dallinger, Lin Hinds, Christa Lawhun, Andy Monninger, John Moss, Melody Palm, Theresa Sanchez, Pat Schnitker, Elaine Thoennes, Ron Thompson, Jack Wylie, Tammy Carlson, Marcia Strum, Dave Turner, Pam Burress
Absent: Julie Caplinger
Guests: Kevin Wiand

Martha Burk opened the meeting at Noon.

Martha read Terry Brown's resignation letter and introduced Melody Palm who will complete Terry's term on the Council.

Minutes for March 4 were approved (Christa, Lin).

On-Going Issues

- **Distinguished Service Award** – Committee is formed. Twelve nominations have been received.
- **Release Time Memo** – Lin and Christa will work on and have at our next meeting.
- **Domestic Partner Resolution** – Council continued discussion of the resolution from prior meeting. Tammy indicated that over last five years since the current domestic partner benefit went into effect we have had 12-14 staff take advantage of it. A large portion of state universities is addressing this issue at the same time for more impact with the State. Advantages to University with these new resolutions will be less loss of current faculty and staff (we lost 25 faculty and a big chunk of Student Affairs staff) and less loss of faculty who turn down positions because there is no benefit. Council took secret ballot and the motion (Christa, Pat) to endorse the resolutions for same-sex and opposite-sex domestic partners passed.

Committee Reports

• **Activities**

- *Candle Fundraiser* – Collected the orders and discussed purchasing an item to use as raffle prize. We will make decision on purchase based on how well we do on sales.
- *Conklin's Theatre Trip – April 12* – Approximately 7 have signed up. Christa will follow-up on the activity in Julie's absence.
- *Spring Bus Trip* – Distributed ballot with list of possible destinations, some traditional shopping and others specialty getaways, with Gurnee Mills Shopping Mall being chosen. Discussed date chosen being on Memorial Day Weekend; the Council will look into other dates. Discussed offering fishing trips or baseball game outings. Constituents are asked to let their Council member or Executive Committee (cscouncil@ilstu.edu) know if you are interested in this type of trip, any ideas you may have, locations to go, dates, etc..
- *Raffle* – Motion to purchase digital camera (up to \$150) for big prize passed. (Lin, Andy) Due to requests from vendors, Elaine will prepare receipts for donors to have for their records.

- **Human Resources** – Governor's policy on vacation does not apply to universities. There is no further update on the 403(b) situation. Julie Jenson will attend the next Civil Service Council meeting to discuss the statutes and rules regarding bumping and layoffs. Council members discussed several concerns:
 - Email from union of bumping --- it was noted this was not a budget related situation but further details could not be discussed
 - Posting of positions, such as Photographer --- the position was approved to fill, it costs far less to fill than to contract out services, and it is at lower level than the staff member who left
 - Facilities contracting out at higher cost than hiring staff
 - Layoffs

The Council will review situation after budget and callbacks are known. If deemed necessary at that time the Council will address the situation as appropriate and within our capacity.

- **Campus Communication Committee** – No report.
- **Constituents Groups Committee** – No report.

New Business

- **Consensual Relations: Conflicts of Interest Related to Personal Relationships in the Instructional Context and Outside the Instructional Context** – Discussion postponed until next meeting.
- **Old Minutes** – Roberta Thomas has found her copies of the 1974 and 1975 minutes. She believes she may have the other missing years also.

- **Elections** – We have received 5 nominations to date. Nominations are due at 4:30pm on Friday, March 21.
- **Parking Committee** – Motion for Paul Collins to replace Terry Brown on this committee was approved. (Lin, Christa)
- **Confidentiality** – Discussed role of Civil Service Council members and confidentiality when discussing situations with constituents. Council members only discuss in general terms when bringing up issues from individual constituents at a meeting. Council members may discuss more specifics when making calls to follow-up on constituent's concern, for example with Human Resources. Due to nature of some concerns, a Council member may refer the constituent to Human Resources or to other appropriate offices.
- **Renaming Committee** – Christa will follow-up the facility building being renamed in respect of Bob Monniger. Andy will follow-up on donation.
- **Treasurer's Report** – Report as of March 17 was distributed.

Announcements

- Civil Service representative on the Presidential Search Committee will be Martha Burk.
- A note was sent to the Chair of BOT expressing a need for more Civil Service representation on the Presidential Search Committee.

Reminders

- Deadline for next OpenLines –April 1, May 6
- Conklin's Theatre Trip – April 12
- Civil Service/AP Staff Awards Ceremony – April 15, 1-3pm
- NCA Accreditation Teams – Volunteers are still needed.

The meeting adjourned at 1:06pm (Christa, Jack)

The next regular Civil Service Council meeting will be held Tuesday, April 1, at Noon, in the Bone Student Center Spotlight Room. Guest Speaker: Julie Jenson will provide information on the statutes and rules of bumping and layoffs.