

PLEASE POST, ROUTE, OR COPY TO CIVIL SERVICE STAFF

**Civil Service Council (CSC) Meeting  
September 21, 2004  
APPROVED**

Present: Vicki Bryan, Martha Burk, Pam Burress, Tammy Carlson, Paul Collins, Steve Lancaster, John Moss, Melody Palm, Theresa Sanchez, Pat Schnitker, Doris Shaw, Jan Jolynn Staley, Marcia Strum, Dave Turner, Jack Wylie  
Absent: Julie Caplinger, Christa Lawhun, Tom D. Ryan, Elaine Thoennes  
Guests: Patricia Jarvis, Joe Rives

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Martha Burk opened the meeting at 12:04 p.m.

**Guest Presentation**—Joe Rives and Patricia Jarvis presented information on the NCA Accreditation process. ISU is undergoing the Institutional Accreditation Self-Study process. NCA Reviewers will be on campus February 14-16, 2005. Reviewers are expected to randomly ask questions of people on campus, such as “What’s Educating Illinois?” or “Can you tell me about ISU’s Core Values?” Part of the goal is to find out how well messages about campus issues and plans are being communicated and understood throughout the university.

ISU has chosen to review three Special Emphasis areas, in addition to the standard process. These include:

- 1) [Enhancing Faculty Distinctiveness and Excellence](#)
- 2) [Partnerships for Student Learning](#)
- 3) [Achieving Distinctiveness through Coordinated Planning](#)

During discussion, it was pointed out that many people working on campus aren’t faculty, and might feel less a part of the process when only faculty excellence receives special emphasis. Joe appreciated this feedback, and indicated that the NCA Steering Committee would continue to encourage report language that recognizes and celebrates the valuable contributions of both staff and faculty.

Accreditation is essential to the university. Without accreditation, degrees don’t count toward more advanced degrees elsewhere, students can’t receive federal loans, and faculty aren’t eligible for many research grants. There’s no reason to think we won’t receive accreditation.

Information about the Accreditation process and the draft of the report are available online at [www.provost.ilstu.edu/nca](http://www.provost.ilstu.edu/nca). The steering team appreciates input. Are they telling the ISU story the right way? Any suggestions about the report, ways to share information across campus, and getting more of campus involved are welcome. Joe’s email address is [jarives@ilstu.edu](mailto:jarives@ilstu.edu).

**Approval of minutes**—Minutes for August 3, August 17 (as corrected), and September 7 were approved. (Theresa/Vicki)

**On-going**

- **Picnic**— \$415.65 has been turned in for tickets to date. Both money and unsold tickets are still out, and should be turned in to Pat as soon as possible. Meal cost was \$608.25, with an additional \$19.35 in supplies. There was a small amount of soda and plates left over. It was suggested these be used for other council activities this fall. Thanks to Steve and John for all their effort and leadership for this event.

- **Scholarships**— One of the scholarship winners doesn't start at ISU until spring, and the scholarship award will be delayed accordingly.
- **Food Drive**— Theresa has been communicating with the ISU Credit Union, which is sponsoring a big drive in October. The Compassion Center has definite needs. A food drive proposal was distributed for October 25 through November 5. The emphasis (based on placement of donation boxes) will be on staff donations, with student donations welcome. The proposed locations were discussed. Please email feedback to Theresa.
- **OpenLine**— The next issue will be distributed tomorrow (9/22).
- **Holiday Party**—Christa is working on details. The party will probably be December 4, and Gamma Phi is available.
- **Human Resources**—No report.

#### **Other Business**

- **Council of Councils**— Steve is considering attending.

#### **Reminders**

- Deadline for next two issues of OpenLine—October 5, November 2
- Dinner with the President— Monday, September 27, 5:00 p.m. Dress is casual.
- Homecoming— Saturday, October 23. Parade lineup begins at 8:30 a.m. Pat was given authorization (Paul/Vicki) to purchase up to \$150 in candy for distributing during the parade.
- Bus trip—Saturday, November 13

The meeting adjourned at 1:00 p.m. (Theresa, John)

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The next regular Civil Service Council meeting will be held Tuesday, October 5, at Noon, in the Bone Student Center Spotlight Room.