

Civil Service Council (CSC) Meeting

December 6, 2005

APPROVED

Present: Barb Arbogast, Vicki Bryan, Martha Burk, Pam Burress, Julie Caplinger, Sarita Cox, Linda Klawitter, Steve Lancaster, John Moss, Melody Palm, Pat Schnitker, Jan Jolynn Staley, Jack Wylie

Absent: Tammy Carlson, Jac Copes, Tom D. Ryan, Ron Thompson, Dave Turner, Kevin Wiand

Martha called the meeting to order at 12:07.

Approval of Minutes— Minutes for 11/15/05 were approved (Julie/Vicki)

On-going—

- **Holiday Party:** A smashing success! The Vidette printed corrections and apologies for errors in their article about the event. The Vidette Editor in Chief also sent an apology to the Council. Reggie Redbird was a big hit. It was suggested that we add another act to help amuse the children while folks are waiting in line for Santa. This might be a clown, someone making balloon animals, face painter, etc. Al Light (director of Gamma Phi) would like to get rigging permanently installed in the large gym. This year's crowd indicates we will need to relocate the event next year, since the event has outgrown the small gym space. Our Santa isn't interested in payment for himself, but would appreciate a donation to the Goodfellows fund. Motion was made (Vicki/Steve) and approved to make a \$50 donation. Left-over goodie bags: purchases were made out of the Credit Union account so donation of items isn't an issue. Motion was made (Pat/Julie) and approved to authorize Martha to choose a charitable organization to for this donation.
- **Legislative Committee –** Follow up to ethics questions. Teri Hammer approved the charge of the committee. She felt it was part of our responsibility as Council members to distribute this type of information and to represent the concerns of our constituents. Council service is considered part of our job, not "personal" use of University resources.
- **Legislative Committee:** Steve visited the SURS website about a week ago. SURS Director has a letter posted in the "newsletter" section. It sounds like he's answering the letter we sent.
- **Annuitants Representative-** no report
- **OpenLine:** Deadline for December issue is today. Will include pictures from the children's holiday party. Pam would like to get information about the Brotherhood Tree donations for the January issue.
- **Human Resources-** no report

Other—

- Team Excellence Award nomination information was distributed
- Martha contacted Dick Runner about a presentation on the Gregory St. property. He's available to come to the Feb 7 meeting. We will need to arrange for a laptop and data projector.
- Thank you note received from Lyn (Elizabeth) Troyer, scholarship recipient.
- Pam asked a follow up question to the November 1, 2005 minutes regarding information about two week pay periods instead of twice a month. The issue is brought up periodically, and campus votes in the past have been in favor of continuing the twice a month system. While a "two-week" payroll system results in slightly more frequent checks and consistent number of hours per check for most staff, the income amount is less per check. Advantages for the university and state include lower costs for bi-monthly payrolls, and better fit with fiscal periods, which is not the case with the every two weeks system.
- Steve shared constituent concerns with the online application process, especially about potential candidates without online access or computer skills. Are issues being reported? Do applicants have access to a computer at HR? John had a report of a candidate taking an open test, but no position number was available because a

position wasn't open. Vicki reported that IDES (Ill Dept of Employment Security) may provide for some computer training to unemployed individuals who qualify.

Reminders—

- Deadline for next 2 OpenLines — Dec. 6, Jan. 3
- December 20 — Council get-together, BSC PDR. No business meeting.
- January 3— CSC meeting canceled. Next CSC business meeting will be January 17.
- February 7—Dick Runner, Council guest and presentation
- February 21—VP Dianne Ashby, Council guest

Web Sites—

- State Universities Civil Service System: <http://www.sucss.state.il.us>
- SUCSS Classification Status Notices: <http://www.sucss.state.il.us/cpm.asp>
- Annuitants: <http://www.annuitants.ilstu.edu>
- Civil Service Council: <http://www.cscouncil.ilstu.edu>
- A/P Council: <http://www.apcouncil.ilstu.edu>
- Academic Senate: <http://www.academicssenate.ilstu.edu>
- Human Resources: <http://www.hr.ilstu.edu>

Adjournment

The meeting was adjourned at 12:54 p.m. (John /Pat)

The next regular Civil Service Council meeting will be held Tuesday, January 17, at Noon in the Bone Student Center Spotlight Room