

Civil Service Council (CSC) Meeting

June 6, 2006

APPROVED

Present: Barb Arbogast, Vicki Bryan, Martha Burk, Julie Caplinger, Tammy Carlson,
Jac Copes, Sarita Cox, Linda Klawitter, Steve Lancaster, Melody Palm, Jan Jolynn Staley, Ron
Thompson, Jack Wylie
Absent: Pam Burress, John Moss, Tom D. Ryan, Pat Schnitker, Dave Turner, Kevin Wiand
Guests: Jan Cook, ISU Annuitants Association

Martha called the meeting to order at 12:05.

Approval of Minutes— Minutes for May 2, 2006, and May 16, 2006, were approved (Vicki/Jac)

On-going—

- Raffle—Complete total of proceeds not available yet. Each year we continue refining the processes for prize donations and distributing items to winners.
- Cubs Trip—A financial report for the May 17 Wrigley trip was distributed. All five busses were sold out. There were a few cancellations the week of May 15. Refunds of \$10 per cancelled ticket have been mailed for those seats that weren't used by people on the waiting list. A brief hail storm created a little weather excitement and delayed the game. The Cubs won the game.
- Election—Ballots were slightly delayed by lack of nominees in two groups. The deadline for ballots to be returned is Friday, June 9. Within the next year, we need to do something about the group divisions to address difficulty with finding nominees.
- Scholarships—Applications are due Monday, June 19. Three applications have already been received .
- Legislative/Marketing Committee—Steve & Martha met with Dr. David Wallace (COB Marketing Department) regarding results of the staff survey. Steve provided CSC members with a summary of the meeting. On all questions with a rating of 1-7, Dr. Wallace indicated that "5" would be a "good" rating. The standard deviation found on the questions is fairly typical of this type of survey. The survey indicates a need to increase awareness and information about CSC. This survey was done online. Plans are being made to do a paper survey this summer using the same survey tool sent through the OpenLine. It will state that if you completed the survey online, please skip the printed one. There will be additional discussion of the survey results at a later meeting when all CSC members have had a chance to read them.
- Annuitants Representative—Jan Cook. The Annuitants Annual election meeting is tomorrow. Sen. Rutherford has been invited, but not confirmed yet. The Annuitants Association sponsored a trip to the Lincoln Museum a couple of weeks ago, that was very successful. They're considering other trip ideas. At each Association event, they've begun sponsoring a "helping hamper" for donations to a local charity.
- OpenLine—no report. Deadline is today for items in the June issue.
- Human Resources—Benefits Choice period finished May 31. There were very few changes this year. Mid-May the state extended domestic partner benefits and HR appreciated assistance getting word out through the CS Listserv.

Other—

- Year-end supply orders were discussed. Purchase guidelines will need to be checked before considering early purchases of non-perishable items for the Holiday Party. It was reported that Oriental Trading online has off-season discounts. Melody will check into costs for a Banner from the Campus/BSC Sign Shop for the staff picnic and possibly other events.
- Julie suggested the Council consider donating a few gifts from Activity funds to the Brotherhood Tree gift collection.
- Speakers—Carol Struck will join us August 1 to discuss Founder's Day. Civil Service and Administrative/Professional awards have not previously been part of Founder's Day. Only faculty and student awards have been presented during the Founder's Day Ceremony. For the University's 150th Anniversary, it's been proposed that CS/AP awards be included in Founder's Day. Distinguished Service awards would need to be determined earlier, as the winners would be part of the platform party. University administration is in favor of the change. It would be a permanent change, with all awards moved to Founder's Day. Council members feel that recognition of Civil Service, Administrative/Professional, and Faculty awards all at one ceremony will highlight the accomplishments of staff on campus.
- Other suggested speakers: Bob Nuchols, Parking; Ira Schoenwald, regarding changes in HR and online hiring; Dr. David Wallace, regarding the survey results after the second round of surveys are completed; Director of Health & Safety, potentially about Worker's compensation processes (Doug Saxon)
- Commuters—A constituent contacted Martha about CSC encouraging ride-sharing among employees. Potential liability issues need to be considered. Potential people to contact with expertise in the area were discussed.
- Discounts—HR suggested several months ago that CSC consider coordinating some of the discount offers to ISU employees. Julie will contact Tammy for more details about issues and procedures.

- Aluminum can recycling—Chuck Scott responded that additional cans wouldn't overburden the campus program. The campus recycling program was highlighted in the May issue of OpenLine.

Reminders—

- Next meeting (June 20) - Student Services Building 375
- Deadline for next OpenLine - June 6
- Newly elected members invited to June 20th meeting
- July meetings are scheduled for July 11th and 18th, due to the Holiday July 4.
- Newly elected members join us on July 11th
- Election of officers - July 11th
- Committee selection - July 18th
- Speaker - Carol Struck - 150th Celebration - August 1

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 1:02 p.m. (Julie/Jan Jolyn)