

**Civil Service Council (CSC) Meeting**

July 11, 2006

**APPROVED**

Present: Vicki Bryan, Martha Burk, Pam Burress, Jac Copes, Sarita Cox, Linda Klawitter, Steve Lancaster, John Moss, Melody Palm, Pat Schnitker, Jan Jolynn Staley, Ron Thompson, Dave Turner, Jack Wylie

Absent: Barb Arbogast, Julie Caplinger, Tammy Carlson, Andy Monninger, Kevin Wiand

Guests: Vicki Sullivan, Human Resources; Jan Cook, ISU Annuitants representative

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Martha called the meeting to order at 12:05 p.m.

**Election of Officers—**

Martha reviewed committees that CSC chair attends:

- Executive Committee for the Committee for Diversity meets about 6 times a year.
- Academic Senate meets every other Wednesday about 3.5 hours. The CSC representative to Academic Senate isn't required to be the CSC chair. Academic Senate also requires a committee assignment.
- Educating Illinois coordinating committee meets 6-7 times a year.
- Campus Communications Committee meets in October, February, May and July to plan their presentation to the Board of Trustees. The committee meets in the week prior to BOT meetings, then meet with President Bowman, make revisions to a formal letter submitted to BOT, and the letter is read into the minutes at the BOT meeting by the committee chair. In FY08, the CSC chair will chair this committee.
- Meet every other week with President Bowman.
- Additional search committee and campus committee assignments depending on schedule.

**Officers elected for FY07 are:**

Chair - Melody Palm (Martha/Linda)

Vice Chair - Steve Lancaster (Vicki/Sarita)

Secretary - Sarita Cox (Pat/Vicki)

Treasurer - Pat Schnitker - (Jan Jolynn/Linda)

Following the election of Chair, Melody assumed those duties for the remainder of the meeting.

**Appointments:**

OpenLine Editor - Pam Burress

**Approval of Minutes—** Minutes for June 18 were approved (Linda/Vicki)

**On-going—**

- Scholarships - we continued to discuss the details of our scholarship request to the Foundation
- Legislative/Marketing Committee – to-date 32 hardcopy surveys from the *Openline* mailing have been received, David [Dr. Wallace] says that is an OK number, no stated deadline and as completed surveys seem yet to be trickling in – we will accept for one more week – Melody will send listserve reminder with link to survey – Jan Jolynn will have hard copy of survey if needed
- Fall Picnic – set for Sept. 15 or 22 (backup) – Steve will check on availability of location -- committee will need to begin working on this immediately (committee assignments will take place at next meeting – July 18)

- Annuitants Representative - Constitutional Convention highly unlikely. Not much activity in Springfield at the present time.
- OpenLine – “What the Council Means To Me” has met a snag and Pam suggested moving on with a series of “Getting to know your council members” – introducing one or 2 council members in each issue. It was suggested to begin with introducing our outgoing Chair in the next issue (a farewell from Martha) and follow this with introducing our new Chair (Hello, from Melody).
- As owners of the Council's email groups, Pat and Vicki will request membership to be changed accordingly: [cscouncil@ilstu.edu](mailto:cscouncil@ilstu.edu) group's new membership will be Melody, Steve, Sarita, and Pat (with Pat remaining the owner); while [cscopenline@ilstu.edu](mailto:cscopenline@ilstu.edu) group will include Steve, Pam, and Narry Kim (with Steve as the owner).
- Human Resources – no report

#### **Reminders—**

- Deadline for next 2 issue of OpenLine: August 1, Sept. 5
- Next July meeting in one week - July 18th.
- Committee selection - July 18<sup>th</sup>
- Speaker - Carol Struck - 150th Celebration - August 1
- Speaker - Chuck Scott - Green Team - August 15

#### **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.academicsenate.ilstu.edu>
- **Human Resources:** <http://www.hr.ilstu.edu>

#### **Adjournment**

The meeting was adjourned at 12:55 p.m.

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The next regular Civil Service Council meeting will be held Tuesday, July 18, at Noon in the Bone Student Center Spotlight Room