

**Illinois State University**  
**Civil Service Council (CSC) Meeting**  
**March 6, 2007**  
*Approved Minutes*

Present: Barb Arbogast, Mark Buckley, Martha Burk, Pam Burress, Jac Copes, Jan Cook, Sarita Cox, Linda Klawitter, Andy Monninger, John Moss, Melody Palm, Pat Schnitker, Nancy Spangler, Jan Jolynn Staley, Ron Thompson, Dave Turner, Kevin Wiand  
Absent: Vicki Bryan, Julie Caplinger, Jack Wylie  
Guests: Mark Walbert

Council Chair, Melody called the meeting to order at 12:04 pm.

Indicating that regular council business would be conducted after the presentation from our guest, Melody then introduced Mark Walbert, representative from the University Information Technology (IT) Strategic Plan.

Mark mentioned that previously there had been two separate strategic plans, one academic and one external (free) reviewer. Mark stated that the goals, suggestions and proposed plans currently being considered are similar to what is being done at benchmark schools. The team is currently reviewing the plan and hopes to have material in the hands of campus community within a few weeks. Obviously, not all changes can take place immediately or concurrently, some will be long range plans with the main focus being security. Making reference to the aftermath of “Katrina”, Mark indicated that now is the time to plan how the university would get back up and running if ever we should experience a natural disaster. Ideas and/or suggestions are welcome.

Another major concern of the group is maintaining and planning for future needs of internet communication and having the high speed connectivity that is necessary for conducting business, allowing for more advanced teaching methods as well as on-line courses. With the high level of internet usage it was necessary to create “Internet II” in order to alleviate some of the traffic on university’s internet connection and allow everyone, students, faculty and staff, the same level of convenience in internet access. Internet II will allow faculty a better access to conducting research and boosts up the connectivity for sharing or retrieving information with such facilities as U of I or Chicago. For this service the university paid to have point of connection but does not pay a monthly charge. The university also has a third internet pathway through Verizon.

Council members were curious as to how the team is handling or planning to handle such things as:

- Inadequate wiring in some facilities on campus. Without updating the wiring, the technology is not usable to some of the campus community.
- Will the presence of these internet pathways fill the requirements of recent changes to the Open Meetings Act?
- Will connectivity be an issue during the on-going and planned future remodeling in various areas on campus?
- Will the team look at areas on campus where personnel do not require a computer to do their job but without a computer, these folks are at a disadvantage in receiving various university communications? The current policy of “Don’t print it, send it” leaves many of our employees in the dark!!
- Might there be anything in these plans to include better system of communication for “Facility” personnel? In order to give good service, these employees could benefit from using a wireless work-order system. Some electronic systems allow employees to monitor the status of work-orders (date and time received/completed) and anticipated arrival of parts/supplies orders.

Mark indicated that his group is very much aware of the majority of these issues. The plans to remodel and upgrade such buildings as McCormick, Stevenson and others will help alleviate many of these concerns. President Bowman has given the IT Council a voice to act upon these very issues – such as employees without direct connectivity. He mentioned that the team is continually striving to find ways of controlling SPAM. Mark was not aware of the exact number of current university employees who do not have direct access to email and internet at their worksite/work station but will try to give some attention to this issue.

Mark indicated that he welcomes ideas, suggestions and questions from all the campus community and can be contacted at [mwalbert@illinoisstate.edu](mailto:mwalbert@illinoisstate.edu) or campus mail "4000" (Provost Office).

Melody thanked Mark for visiting with the council on these matters and invited him to return in the future when he has more or updated information to share.

Council returned to regular business:

Elections Committee: no report, committee will have meeting soon to get this activity underway

Annuitants Representative: Jan indicated a new annuitants' director will be announced at the next meeting. Jan is planning to attend the meeting and will report back. Motion was made and seconded (Linda/Barb) to allow Jan to pass along Council concerns that a dues increase be accompanied with a projected operating budget. Motion carried.

Academic Senate/Campus Information—Provost Search Committee Nominations

There are several well qualified candidates and Motion was made and seconded (Pat/Jan Jolynn) to allow Melody to select and submit names of five candidates of which one will be selected to serve on the Provost Search Committee.

OpenLine – Pam asked if ok to state tickets will be sold through noon on May 15. This is correct.

Human Resources – No report

Spring Activities –

- Bus Trip – cost of game tickets will increase to \$12. This increase is directly from the Cubs/Wrigley Field. If there is an increase in transportation costs as well, the event price may need to be increased.
- Raffle – Pam will serve as contact person for donations, etc; she will update online list as new items are received. Pam will provide donor letters, on Council letterhead and a form to use in obtaining and documenting donations. Pat will seek donation of the book and video highlighting ISU 150<sup>th</sup> Anniversary as raffle prizes

Reminders:

- Deadline for next two OpenLines —March 6, April 3
- CSC meetings: March 20-Jim Carlson, SURS update; April 3
- Academic Affairs Annual Planning Presentations: March 20 and 21; 9-11 a.m. in Stevenson Hall, Room 401
- ISU Night at Wrigley: Wednesday, May 30

Web Sites of interest:

- 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>

Ron/Jan Jolynn motioned to adjourn at 1:10pm (Motion carried)