

Illinois State University

Civil Service Council (CSC) Meeting

October 16, 2007

Approved Minutes

Present: Barb Arbogast, David Bagnell, Mark Buckley, Pam Burress, Jac Copes, Tom Cotton, Ted Coussens, Sarita Cox, Brian Huonker, Linda Klawitter, Melody Palm, Theresa Sanchez, Jan Jolynn Staley, Nancy Spangler, Dave Turner

Absent: Vicki Bryan, Julie Caplinger, Jeanette Harrison

Guests: Jan Cook

Council Chair Melody called the meeting to order at 12:03 pm.

-**Approved minutes:** 10-2-07, Tom/Theresa, motion approved.

Ongoing Discussion Topics:

- **Treasurer's Report** – questions were fielded as to which amounts were for what purpose, balances, account info, etc. A little profit was made on the Luncheon, goes into general fund for now and allocated as needed later. Motion to approve treasurer's report, Barb/Mark, motion carried.
- **Fall activities** –
 - o Homecoming Event Wrap-Up – It was the biggest turnout ever between AP and CS councils. Theresa asked if the candy was enough, Melody confirmed. Pam – since every year the attendance keeps growing, perhaps see about a trailer/flatbed to accommodate those who would like to participate in the parade, it was agreed to be investigated in the future and noted in the minutes.
 - o Bus Trip – Oct 26th deadline coming up, Pam is looking into the Vidette and OpenLine (forgot to include it in the most recent). Jan Jolynn wondering if we had to pay to get it posted in Vidette, Pam seemed to recall that since it was news (anyone can go) that it may be free, she will check. Also reminded Council of the Monical's fundraiser on the 23rd (Oct).
 - o Holiday party – Barb - recent meeting went well, a lot of things 'falling into place' regarding plans/organization. Noted the time change from last OpenLine, from 10:30 to 10:45. Barb liked that the AP council is getting involved more than in the past – three inflatable games are being included; face painting may not be included this year, it was though temporary tattoos of Reggie Redbird instead might be a little more time-friendly and less hectic in a room full of "festivities-infested" children.
- **EAC-** (Oct 4th-5th meeting) participation meeting a little shorter than usual (so they could make Council of Councils – scheduled on the same weekend). Coming up with description/protocol of responsibilities manual, it will be on Civil Service website under the EAC portion. Dave T. thinks there's a link on the Eastern Illinois University website for the manual (a 'pretty finished document' at this point). Closer relationship with Council of Councils was discussed, timing/scheduling issues that hindered that this year (EAC schedules a year in advance, planned on three days next year, let Council of Councils know so that the Friday could be free). Upcoming meetings: Urbana-Champ in Jan 24-25, Eastern Ill. Univ. April 17-18, Governor State Univ. 7-17- 7-18, Western Ill. Univ. Oct 8, 9, 10, at WIU's Quad City, "to see how they fare with Iowans." Combining of Learner and Trainee positions discussed.

Dave T's group at the meeting had a discussion concerning expanding our presence in legislature and what the EAC can do to influence that, since "maybe things in Springfield aren't happening quick enough." Dave T. is open to suggestions/ideas.

SURS briefing was 'quite lengthy,' investment returns a little over regular mark; we do not do business with anyone who does business with the Sudan (due to Darfour situation), turns out to be complicated and turns out to be 2/10 of a percent difference in returns as a result (an insignificant amount). SURS is working on a new webpage, don't know

exactly when changes will come but they are coming. SURS office has also updated their choice booklet (for newly hired employees) from the 1997 version (lacks some explanations in parts); they have sent out samples for feedback, would like feedback before November, copies are available from Dave T. He will be attending Merit Board meeting in November, as well.

- **Annuitants Representative** – Jan – Social Security being discussed 'heavily.' We have done well here (ISU) because of Bill Carter coming to talk, there is a plan to have a spring meeting at the south end of campus (as opposed to Bone Student Center location, to help accommodate other departments as well). Jan provided Jeffrey Brown's background, affirming his Social Security expertise. GAO/Windfall provisions were discussed and 'unlikely to be recinded' due to underlying purpose of the provisions because of the way SS benefits are calculated it gives the biggest advantage to the lowest income on the scale. Discussion regarding how 'well off' individuals are in the system and justifications for the provisions was had, Mr. Brown was 'very articulate' in describing how this all worked. Jan Jolynn – what is considered 'comfortable', discussion followed. Jan (Cook) said she did not remember exact numbers, contact Jan C. if interested in the data. 'Something to keep tabs on, and you are now warned' – Jan C.
- **Academic Senate/Campus Info/Foundation** – Linda – Parking and Transportation Committee - biggest meeting they have ever had; the Park-and-Ride (lower-cost parking alternative) available to anyone, one would be parking behind Horton (Linda thought) and shuttles would bring them to points on campus. New parking garage on S. University – 500 spaces mixed types (hourly commuter, fac/staff), construction begins after tennis courts are taken out. Talked of 'reserved zones' in the new garage. Lot South of Atkin-Colby will be closed down for new power station, discussion followed concerning the transition between the closing of the Atkin/Colby lot and the new parking garage. Scheduled for the next meeting – more motorcycle parking, shuttles/night ride successful and increases but cramps the budget of parking services. Discussion followed regarding plans that council members had heard regarding University street/parking garage(s). Jac: East of Watterson parking for Civil Service Vehicles, apparently they are City lots and now metered or one-hour only, he asked if the situation had been discussed at latest parking meeting, is concerned for the loss of Civil Service Vehicle parking. "Parking Services long-range plan appears to be wanting," Jac said. Linda said no, it was not discussed but will bring it up at next meeting.

Academic Senate – Mark – Sustainability has new employee, encouraged CSC to invite her to meeting for introductions. Pres. Bowman spoke at last Senate meeting, saw as the best option to facilitate state budget plans for campus. Discussion for bringing faculty pay up to comparable institution compensations (they get only merit raises, no cost-of-living raises) followed.

- **OpenLine** – Melody – forms for Civil Service Distinguished Service Awards provided for CSC members to copy/distribute. Pam – Nov 6 deadline, page 1 holiday party, will have distinguished service awards reminder. There will be something about chili cook-off, 5k run, Theresa – university registrar's office won decoration contest. Melody – reminder about educating Illinois Task Force will be at December 4 meeting.

- Chicago state and council of Councils – Melody – Tom Morelock, executive director of SUCSS was there, wanting to do more to collaborate with EAC and other campuses to get things ‘going a little more at the state office.’ Mark – they are willing to work with us, not ‘take over the meeting,’ it was a promising discussion on their behalf, noted Mark.
- **Human Resources** – Nancy – what kinds of education (as an employee for the 403-B plans) would you think beneficial? She would like feedback from employees/council members. If brown-bag lunches, meetings, fliers from HR, what would be useful?

Dave T. thanked HR for their services.

- Jac – if you go to the iCampus on the webpage, you get immediate updates. This past payperiod Jac’s payslip got to his shop yesterday (Monday 10-15-07), the info was available before that on iCampus. He wished to reiterate some of his points from previous meetings, to support the argument that nobody objects to the hard-copies being sent to employees. Recently Jac has been asked by a VP to remove stationary/signature at the bottom of his emails, he understood it was part of professional appearance, but it takes ‘personalization out of email.’ He stated he appreciates the resources spent to send reminder for EAC election today, he was ‘appalled’ at how few of his fellow employees were unaware of the election, they seemed ‘oblivious’ that they receive paid time off to go vote. Stated he has personal experience with problems with HR job postings, would like council to consider for the next meeting: a minimum standard for posting jobs, specifically a minimum of 5 business days for CS public postings, it is a disservice to CS to have such short posting times. He stated he understands that certain procedures are typical, but that it would be a benefit for employees to be a party to hiring practices and postings. Melody – may also want to consider that in a 24-hour period that a posting may receive 400+ applicants, may not be just a time-window, perhaps a cap on number of applicants, discussion to be had at next meeting. Dave B. – who are concerns directed to? Dave T. – brought before the council,

then goes from CSC to director of HR. Dave B. – Southern Illinois University has system where you can call and they mail you an app, another location has everything over the phone, at ISU you can only apply online, no other options. Melody suggested we give it some thought before the next meeting. Jac stated he agreed with Dave B. and has experience in the situation as well – the problems within the department are ‘significant’, cited an application/test experience he has had, has been ‘very agitated’ with how HR performs at the University.

- Melody – reminder: if CSC members would like items included in the agenda, they need to submit them in a timely manner.

Jan Jolynn/Linda motioned to adjourn, motion carried at 1:12pm.

Reminders:

- Deadline for next two OpenLines – Nov 6, Dec 4
- CSC meetings: Nov 6, Nov 20, Dec 4: Educating Illinois Task Force presentation
- Mandatory governmental ethics Online Training – Oct 2-Oct 31
- Monical’s Fall Fundraiser, Tuesday, Oct 23
- Board of Trustees meeting, Oct 26

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>

The next regular Civil Service Council meeting will be held Tuesday, November 6, 2007 at Noon in the Bone Student Center Spotlight Room.