

**Present:** Barb Arbogast, David Bagnell, Valerie Bridson, Vicki Bryan, Mark Buckley, Jac Copes, Ted Coussens, Tom Cotton, Jean Darnall, Jeanette Harrison, Brian Huonker, Melody Palm, Theresa Sanchez, Jan Jolynn Staley, Nancy Spangler, Pam Burress

**Absent:** Sarita Cox, Kevin Wiand, Dave Turner

Council Chair Melody called the meeting to order at 12:09 pm.

**-Approved minutes:** August 19, September 2 minutes – corrections and clarifications submitted, changes made; Jean motioned to approve, Jac seconded, motion carried for August 19 minutes. Jac/Jean motioned, Sept 2 minutes approved.

**Ongoing Discussion Topics:**

**- Committee Reports**

- o Fall Picnic – Jeanette – needs numbers of tickets sold, numbers provided by council members. Jeanette also has the sign-up sheet for timeslots to work food-serving, taking tickets, set-up and tear-down, etc., sheet circulated.
- o Bus Trip committee – Pam – Saturday Oct 25<sup>th</sup>, going to Gurnee Mills Mall and Six Flags, info was circulated in a flyer. Prizes of travel reimbursements totaling \$29; Six Flags is usually decorated for Halloween by then too. Valerie – if someone decides to go on the shopping trip, Valerie printed labels for bags to prevent mix-ups for when we all return. Monical's fundraiser – booked for '09, March 3<sup>rd</sup> and Sept 15<sup>th</sup>, both are Tuesdays, they will come out in the OpenLine too.

- **EAC-** Dave Turner not present, no news.

- **Annuitants Representative** – Jan Cook not present, no news.

- **Academic Senate/Campus Info/Foundation** – President Bowman State of the University Address 9-16-08 at 2pm in the Center for Performing Arts.

Presentation by Barb Dallinger, Coordinator, Dean of Students, and of Homecoming Committee – Homecoming will be here very soon, less than thirty days away, I am coming around to the different councils to spread the word to constituents that Homecoming is for everyone and isn't just tailgating and a parade, just for students and alumni, but for all the Illinois State family. All kinds of events are going on all week, games and activities open to faculty, staff, and students. Events scheduled between Friday Oct 10 and Friday Oct 17.

Melody – Information about the Social Security informational meeting: The Director of the Bloomington Social Security office, Bill Carter, will return to speak to members of the Illinois State University community about Social Security issues for SURS participants. His presentation will be in the Circus Room on Thursday, October 23, from noon to 1 pm. Mr. Carter's presentation is sponsored by the Illinois State University Annuitants Association with assistance from Human Resources and University Advancement. All members of the Illinois State community, including retirees as well as all faculty/staff, are welcome to attend. No reservation is needed.

- **OpenLine** – Pam – Sept issue should be out this week with bus trip form on the front. For October, the Distinguished Service Nominations will go out, Children's Holiday Party too. The last two issues (Aug/Sept) had no Potpourri, next issue probably will not either, space available for anything else we may want to include.

- **Human Resources** – Nancy – last week Bryan asked about the computer workstation question, nothing is set in stone yet, will bring document with to-date information next council meeting. Jeanette – do

we know anything new about the Benefits Fair? Nancy – nothing new yet, so far date given last time is still accurate (see Sept 5<sup>th</sup> minutes).

**New Business**

- **Constituent concern: Identification/Privacy** – Jac – had some constituents concern about ID tags/necklaces, with specific whole names that are easy to find in ISU/AT&T phone book, can lead to difficulties at home with unwanted phone calls. Building mechanics used to have their picture/info posted in Residence Halls so students would know that these people were supposed to be there. Shortly thereafter, phone calls to females in the buildings were made by individuals claiming to be those workers, info was taken down. My constituent doesn't want to wear the nametags at all; Jac believes we should be identified as Campus Personnel only, so that people know we are supposed to be there without divulging too much personal information. Pam – in our division we have tags that just have name and photo on it that say "Illinois State", may be something they can change already. Jac – there are individuals in Facilities Management who mandate the tags and print them up, suggestions were disregarded by their foreman, constituent believed the council to be the place to introduce the issue. Melody – believe the requirements are department-by-department, may come under dress-code in the Employee Handbook; did do some checking in Redbird Card office, their manager was not aware of complaints with their office, sent message up to Comptroller and Director of University Data Administration, both of whom were not aware of issues, and felt that student/staff safety was of utmost importance, and also stated that such tags were determined by the departments individually and if there were issues that may be in violation of workplace policies, contact HR. Discussion followed.

Melody – we all have the option of having any personal phone/address info omitted from the ISU phone book and online, can also have info removed from the city phone book. Nancy – could also have the constituent report to HR, it may fall under workplace violence, to use another's name maliciously. Jac – if the purpose is for security, why is it not campus-wide and not for 'management ego'? Bryan – if it is not necessary to have the last name and barcode, etc., it may be something we will want to look into; does it really need that info on it (UID#)? Vicki – also depends on the area you are in too, in her dept, they deal with parents and students frequently, their info posted everywhere, but do think the issue of the UID# on the front could be questioned. Melody – bar codes used for some areas, timeclocks and other devices, Library uses a scan of it too. Jac – police officers have a badge number, if it is for security, my picture should be visible and an ID number (not necessarily UID#); I am of the opinion that since this has been posed as a security measure and it is being imposed on only about 20% of staff and no faculty, it is not appropriate. Melody – probably first a departmental issue and the department needs to be informed and weigh in on it. Dave B. – agrees, it should be fair across the board. Jean – some employees move around campus, into living spaces, perhaps that is the requirement for the nametag info, so that those people whose living spaces you are going into feel more secure, more comfortable.

Nancy – to illustrate, Dave B., how many keys do you carry? Dave B. – maybe a hundred. Nancy – I have two; some employees have much greater access. Pam – is there a university policy? Melody – no, nothing formal or written. Pam – I know our dept has been mandated to wear our badges outside of our university area. Melody – Comptrollers

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website indicated your ID card is the official University ID card in addition to the other functions (meal card, library check-out, etc.). Badges and nametags fall under the general umbrella of dress code, and dress code is addressed by departmental needs. Pam – may be worth investigating security committees on campus, getting their input, they may be covering the same ground as we are. Pam and Bryan volunteered to look into finding some more info.

Jan Jolynn/Barb motioned to adjourn, motion carried at 1:04pm.

**Reminders:**

Deadline for next two OpenLines – Oct 8, Nov 5

CSC meetings – Oct 7, Oct 21

State of the University Address – Sept 16, 2pm in CPA

Picnic on the Plaza – Friday, Sept 19, 11:30-1pm, Milner Plaza  
[ticket counts needed by Sept 5]

Children's Holiday Party – Sunday Dec 7

**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, October 7, 2008 at Noon in the Bone Student Center Spotlight Room.**