

**Present:** Barb Arbogast, Valerie Bridson, Vicki Bryan, Jac Copes, Ted Coussens, Sarita Cox, Jeanette Harrison, Brian Huonker, Melody Palm, Theresa Sanchez, Jan Jolynn Staley, Nancy Spangler

**Absent:** David Bagnell, Mark Buckley, Tom Cotton, Jean Darnall, Dave Turner, Kevin Wiand

Council Chair Melody called the meeting to order at 12:00 pm.

**-Approved minutes:** Nov 18 2008 minutes, Theresa/Sarita motioned, motion carried.

**Ongoing Discussion Topics:**

**- Committee Reports -**

- o Holiday Children's Party – Jan Jolynn – 228 adults 224 children and counting, getting students, retirees, all kinds. Have also gotten questions about volunteering, any and all volunteers are welcome. Bryan – in the future may be worth a call to the Art, Theater, and Music departments to let them know, if they know of any performers who would like to participate.

Barb – [[list of provisions from departments across campus](#)]  
Double-checking backdrop, President Bowman will be there, the candy is sorted and we are in the process of bagging it, Santa & Mrs. Claus are coming, Jac has the sacks and will bring them Sunday. Face-painters are coming, photographer is coming. We may want to look into have electronic response for the RSVP, maybe a form on our webpage. Even if there's more than 400 people coming, we should have enough left over from last year to cover all the bags we'll need. Come Sunday at 12:30 to Horton if anyone would like to help pack candy bags, could always use the help!

Theresa motioned to pay honorarium of \$75 to Santa, \$150 to Gamma Phi, with those funds coming from General Revenue. Motion to approve payments, Theresa/Barb motioned, motion carried.

- o Distinguished Service/Esprit de Corps Awards – Melody - Deadline was yesterday, will get them out to committee members hopefully tomorrow. No nominations for the Esprit de Corps Award this year.

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

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

**- Academic Senate/Campus Info/Foundation** – Brian – Academic Senate, no news other than the budget email that was sent by President Bowman, had some discussion about that, there is another meeting tomorrow night (12-3-08). Finance and Planning Committee starting to talk about next year, if anyone has any suggestions for something to bring up, for issues over the next 2, 3, 4 years, let Brian know. Melody - Team Excellence Award Committee - info coming soon, the award is for a team effort that benefits campus. Deadline for submitting the applications is expected to be Jan 14<sup>th</sup>, the applications should be out soon.

**- OpenLine** – Pam not present, no news. Deadline is tomorrow.

**- Human Resources** – Nancy – wanted to share that the Perks card went out, if you have not received one you will soon. Different from years past – now good for two years instead of one, the card is now good until Dec 2010. Also, they need to be registered, see the back of the card for instructions. The website is [www.perkscard.com](http://www.perkscard.com). Barb – did they get Sam's Club? Nancy – information was submitted to them, it is up to the establishment to participate, do not believe they are listed as participators right now.

Jac – when you go to the website there is a great amount of personal information that is required in order to register, have had a constituent state that they are not going to register due to the information required to register. What is that information used for? Nancy – there is a phone number on the back of the card, Customer Service – (877) 253-7100, anyone can call to have questions like that answered. The PerksCard is not part of the University registration system, it is a separate party.

**- New Business -**

- o Jac – is there any difference between the hiring freeze that was enacted years ago versus the hiring freeze the president has been talking about lately? Melody – there has been no change, new positions still require vice-presidential concurrence.
- o Theresa – sometime in January, probably 1<sup>st</sup>-2<sup>nd</sup> week, the University will initiate an online transcript-request service, will want to start watching for that info as it comes out, will be doing it thru the National Clearing House. They can be ordered the same as usual (in person, fax, or by mail), but national trend is online, much more convenient.
- o January 6<sup>th</sup> meeting is canceled due to the Holiday season.

Jan Jolynn/Barb motioned to adjourn, motion carried at 12:37 pm.

**Reminders:** Deadline for next two OpenLines – Dec 3, Jan 7

CSC meetings – Dec 16, Feb

Children's Holiday Party – Sunday, Dec 7, 2-4pm

**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, December 16, 2008 at Noon in the Bone Student Center Spotlight Room.**

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