

Illinois State University

**Civil Service Council (CSC) Meeting**  
*Approved Minutes*

March 3, 2009

**Present:** Barb Arbogast, Valerie Bridson, Jac Copes, Tom Cotton, Ted Coussens, Sarita Cox, Jeanette Harrison, Melody Palm, Theresa Sanchez, Jan Jolynn Staley, Dave Turner

**Absent:** David Bagnell, Vicki Bryan, Mark Buckley, Jean Darnall, Brian Huonker, Nancy Spangler, Kevin Wiand, Pam Burress

**Guests:** Stephanie Stork

Council Chair Melody called the meeting to order at 12:02 pm.

**-Approved minutes:** Feb 3<sup>rd</sup> minutes, Jac/Theresa, motion carried; Feb 17<sup>th</sup> minutes, Theresa/Jac, motion carried.

**-Computer Workstation Study approval** – will be tabled for next meeting (Brian not present, no updated version available). Jac would like the minutes to reflect the sense of emergency in this process, pres Bowman discussed in the Campus Report regarding funding that has been put in place for paperless payroll; there is a number of our constituency that will be adversely affected by this, due to lack of computer access during working hours.

**Ongoing Discussion Topics:**

- Committee Reports

- o Elections – Sarita – nomination forms are printed, folded, collated, on their way to mailing services this afternoon. March 27 is the deadline for responses, allowing a week or so for those who may not get it in the mail in a timely manner. Melody – encourages everyone to talk to constituents in their group about participating in the council.
- o Activities: Chicago Cubs game trip – Melody has contacted general council, alcohol on the busses simply cannot be condoned. Forms contain this information this year (that alcohol will not be allowed on the buses). Actual cost from last year circulated, averaged the cost between two busses last year as an estimate, likely to be estimated high since gasoline has come down since last year. If that is the case, hopeful that this is an over-estimate. If we stay with the same cost per person for the alcohol-free bus (\$36), will not need approval from the council. Tickets did not go up for this specific game, cost is still \$12. Departure time is estimated to be 9am, more information will be available soon. Bus reservations come thru Facilities Mgmt.
- o Raffle – Committee (Barb, Jac, Ted, Pam), have had a lot of conversations regarding selling tickets and hasn't been at the forefront recently. If we shift a raffle activity to the fall, would likely wish to put off the raffle for this spring, moving the timing of the raffle rather than trying to put one together this year when we are running out of year.

Theresa – have we identified other events that we could sell tickets at? Jan Jolynn – homecoming, Sarita – fall picnic. Picnic would be a possibility, an activity we control that gives us more options, as well as the holiday party. Jac – facilities has a preliminary cook-off before the campus-wide event, perhaps set up exposure at these events too. Faculty/Staff appreciation and homecoming time may be a good time to sell tickets. Theresa – may want to contact Homecoming event planners, try to tie that to mid-September with a drawing date sometime in November or early December; could start selling at picnic, would give us some time. This is contingent on being able to sell at Faculty/Staff luncheon. Jac – may want to check with athletics dept, setting up a table at sporting events.

Dave T. – some of the prizes are employee-focused (parking pass, etc.), general public may not be able to use the items. Theresa – in the past have rotated the prize/item depending on if the winner is employee or not. Melody – there are also ramifications if there are

sales to off-campus as opposed to on-campus. Jeanette – also turns into a problem delivering the gifts to those not on campus. Theresa – will need to see if we get sales back to the levels they were before by having it this fall. Jac – there is nothing inappropriate about targeting students as well? Melody – raffle could be open to students as well, the parking pass is a Faculty/Staff but shouldn't cause any big problems. Raffle committee going to discuss in the future.

- **EAC Representative** – Dave T. – Heard a week before that the comptroller had set the effective interest rate for SURS for half a percentage point less than SURS had it set; have since heard SURS agreed and lowered it to 8% instead of 8.5%. Other than that, no news, next meeting in April.
- **Annuitants Representative** – Jan not present, no news.
- **Academic Senate/Campus Info/Foundation** – No news. Got thru another Founders Day.
- **OpenLine** – Pam not present, no news.
- **Human Resources** – Nancy not present, no news.
- **New Business:** Diversity Task Force presentation on March 17, they would like to discuss after with the CSC, meeting may run longer than usual. Presentation will relate to how campus members feel toward what is or has been going on with diversity around campus, what people have seen and what they think, input from CSC and their constituent groups, and constituents are encouraged to attend.

Jac/Theresa motioned to adjourn, motion carried at 12:41pm.

**Reminders:** Deadline for next two OpenLines –March 4, April 8  
CSC meetings – March 17, April 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, March 17, 2009 at Noon in the Bone Student Center Spotlight Room.**

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