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Illinois State University

Civil Service Council (CSC) Meeting  
*Approved Minutes*

July 21, 2009

**Present:** Barb Arbogast, Valerie Bridson, Pam Burress, Paul Collins, Sarita Cox, Brian Huonker, Christa Lawhun, Melody Palm, Carol Pfoff, Andee Radliff, Andrea Rediger, Diane Ruch, Theresa Sanchez, Jan Jolynn Staley, Jason Taylor, Dave Turner

**Absent:** David Bagnell, Tom Cotton, Jean Darnall, Kevin Wiand

**Guests:** Jan Cook, Ira Schoenwald

Council Chair Brian Huonker called the meeting to order at 12:05 pm.

**-Minutes:** Motion to approve July 7<sup>th</sup> minutes by Christa/Theresa.

Minutes were conditionally approved, with the provision to check the wording about parking for 15 minutes or longer in a spot if you are delivering and have a tag from another permit on campus. New motion to approve minutes after Jason verified parking information from Mary Jo in Parking by Theresa/Barb.

**-Electronic Communications on campus:**

Presentation by Ira Schoenwald – Human Resources

Ira discussed the issues that ISU is facing as we transition to having more things go to electronic format. There are some problems that have been encountered trying to move towards electronic delivery format of things. In the near future ISU will be having a Chief Information Officer (CIO) to coordinate things regarding electronic communications on campus. HR wants to set up kiosks across campus so that more people can get information/stay updated.

The major reason ISU wants to go to more electronic communications is to reduce costs. Funds we receive from the state have been declining in recent years. ISU is fortunate because there are currently no plans for layoffs or furloughs.

Some people on campus did not receive information about alerts.

Jason – Ira, what alerts are you talking about? Ira - The ISU Alert system to receive information via cell phones. Many did not receive the notice to sign up for alerts to receive them on their cell phones.

Theresa – Kiosks for accessibility to check email(s). Many Facilities Management employees do not have the time or access to check emails for example.

Barb – Since this project has started, there are more things that are going electronic this fall, such as the Report. Also some people did not get information from Parking; will make it harder for

people to get information and how do we know who to report this to?

Brian – Some employees that are less than full-time, have even less accessibility to information if they are not on campus as often and many do not have access at home.

Ira – This is a multi-year plan to go to electronic delivery.

Jan C – Communication devices deal with words, but how do you deal with the circulation of things that do not fit neatly on a screen such as meeting minutes or the *ISU Report*?

Ira – This is a part of the transition phase as we move from one technology to another.

Jan C – Is there one solution or multiple solutions?

Dave T. – Brought up the issue that during the tragedy at NIU, cell phones were useless, because the network was overwhelmed; and if something like that happened at ISU we would be in the same situation.

Ira – There are some things that we currently cannot get electronic access to; e.g. some SURS items. In case you were not aware of it, Dave Turner does a lot of behind the scenes work and serves on several committees for the state. I also want to say that Melody Palm did a lot of work when she served as Chair of the Council that many of you may not know. The university will be getting a new VP of Finance to fill Steve Bragg's position, then the other VPs, and the VP of Finance will be looking for the Chief Information Officer position (CIO).

Ira – I will be retiring in October and I have enjoyed my time here at ISU because it is a good community.

**-Raffle:** There was a discussion on the raffle for fall. At the Fall Picnic on the Plaza, the council wants to kick-off ticket sales. The need for procuring prizes for the raffle was discussed. The council buys the grand prize for the raffle. Paul Collins has already lined up some donations for prizes.

Jan Jolynn - Do we have a date for the Fall Picnic yet? The response was the committee will look for a date, and share it with the group at the next meeting.

**-EAC Representative:** Dave T. – Attended quarterly meeting in Chicago at Chicago State University. Some employees from the state were not able to stay overnight because they did not receive paychecks because of the state budget issue.

SURS update: List of new annuitant trustees and appointed trustees; Dave T has the list if anybody wants the information. The expected return is -20% with assets of approximately \$11 billion for the fiscal year. Year-to-date interest on assets is 4.2%. SURS is now funded at a ratio of 42% from the state. The council of councils meeting meets at SIU-E in October. EAC advisory committee members will be attending.

Brian – next meeting will have information on the numbers for the raffle.

Theresa – We profited \$1100-\$1200 from the Cubs trip to Wrigley.

**-Meeting Adjourned:** Motion to adjourn at 1:07 pm by Jan Jolynn/Christa

**Reminders:** Deadline for next two OpenLines – August 5, September 2

CSC Meetings – August 18, September 1

**Web Sites of Interest:**

- Civil Service Council:  
<http://www.cscouncil.ilstu.edu>
- 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>
- Human Resources:  
<http://www.hr.ilstu.edu>
- A/P Council:  
<http://www.apcouncil.ilstu.edu>
- Academic Senate:  
<http://www.academicssenate.ilstu.edu>

**The next regular Civil Service Council meeting will be held Tuesday, August 18, 2009 at Noon in the Bone Student Center Spotlight Room.**

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