

Illinois State University Civil Service Council (CSC) Meeting December 3, 2019

Members Present (box checked):

<input checked="" type="checkbox"/> Sarah Bollman	<input checked="" type="checkbox"/> Hayley Helpingstine	<input checked="" type="checkbox"/> Bart Lytel
<input checked="" type="checkbox"/> Tom Cotton	<input checked="" type="checkbox"/> Brooke Hermanowicz	<input checked="" type="checkbox"/> Juliana Nelson
<input checked="" type="checkbox"/> Jena Garrett	<input checked="" type="checkbox"/> Tony Herter	<input checked="" type="checkbox"/> Stuart Palmer
<input checked="" type="checkbox"/> Leslie Green	<input checked="" type="checkbox"/> Judi Khalilallah	<input checked="" type="checkbox"/> Beth Theobald
<input checked="" type="checkbox"/> Bill Hamann	<input checked="" type="checkbox"/> Narry Kim	<input checked="" type="checkbox"/> Sean Thornton

Visitors & Ex-Officio Members Present (box checked):

<input checked="" type="checkbox"/> Jan Cook	<input type="checkbox"/> Colette Homan	
<input checked="" type="checkbox"/> Rachel Hatch	<input type="checkbox"/> Rick Marr	-

Stuart Palmer, Council Chairperson of the 2019-2020 academic year, called the meeting to order at 12:00 p.m., in the Spotlight Room, Bone Student Center.

Approval of Minutes:

11/19/19 motion made to approve minutes by Hamann, second by Herter, all in favor.

Chair Comments: Stuart Palmer

Meeting with the President – Palmer will share his report from the Nov. 22 meeting with ISU President Larry Dietz and A/P Council Chair Ron Gifford at the next council meeting to devote more time to the Civil Service Council Scholarship Raffle prize drawing that was taking place during today’s council meeting.

Vice Chair Comments: Tony Herter

OpenLine: Rachel Hatch, Editor/Narry Kim, Proofing – No report.

Secretary: Narry Kim – Kim announced the winner of the Esprit de Corps Award.

Treasurer: Hayley Helpingstine – Helpingstine will deposit the raffle money she received before the drawing.

Human Resources: Colette Homan – Not present.

EAC: Rick Marr – Not present.

Annuitants: Jan Cook – No report.

Special Committee Reports:

- A. **Academic Senate:** Stuart Palmer – Report will be given at next council meeting.
- B. **Educate – Connect – Elevate – Illinois State:** Narry Kim – No report.
- C. **Campus Communications Committee:** Beth Theobald, Stuart Palmer – No report.
- D. **University Foundation:** Tony Herter – No report.
- E. **Parking and Transportation Advisory:** Stuart Palmer, Tony Herter – Palmer said he will share his report from the Nov. 11 at the next Council meeting.
- F. **SURSMAC:** Kelly Walker
- G. **Discounts:** Brooke Hermanowicz – No report.

- H. **Awards (Fall):** Narry Kim, Beth Theobald, Judi Khalilallah, Tom Cotton – No report.
- I. **Raffle (Oct – Dec):** Narry Kim, Hayley Helpingstine, Brooke Hermanowicz – The raffle prize drawing took place today. Hamann will update the prize list on the Civil Service Council Raffle website. Council members will contact and deliver prizes to the winners they either know, work by, or to whom they sold the tickets.
- J. **Team Excellence (Fall):** Sarah Bollman – No report.
- K. **Children’s Holiday Party (Fall – Dec):** Narry Kim, Judi Khalilallah, Jena Garrett – Kim said everything is set up for the holiday party taking place this Friday, Dec. 6. She asked if anyone was interested in volunteering to help at the party, to please let her know. As of today, there were 783 kids registered for the party.
- L. **Fall Drive (Nov-Dec):** Tom Cotton, Bart Lytel – No report.

Non-action items (these items will not be discussed unless there is something to be discussed)

- a. Legislative: Beth Theobald
- b. Marketing: Narry Kim
- c. Listserv Manager: Bill Hamann
- d. Webmaster: Bill Hamann
- e. Spring Drive: (March – April) – Hayley Helpingstine, Brooke Hermanowicz
- f. Elections (March – May) – Narry Kim, Leslie Green
- g. Governing Documents review: Narry Kim
- h. Scholarships: Juliana Nelson
- i. Chili Cook-off: Sara Bollman
- j. Homecoming: Jena Garrett, Hayley Helpingstine, Brooke Hermanowicz

Old Business: None.

New business: None.

Announcements: None.

Adjournment: The meeting adjourned at 12:34 p.m. with a motion from Herter and a second from Lytel.

Respectfully submitted,
Narry Kim

Next Meeting

Tuesday, December 17, 2019, at noon in the Spotlight Room, Bone Student Center

Reminders: The deadline for submitting materials to the *OpenLine* is the 25th day of each month. – *NOTE: Deadline is subject to change.*

Upcoming CSC Meeting Dates:

2020 Dates – Dec. 17, Jan. 7, Jan. 21, Feb. 4, Feb. 18, March 3, March 17, April 7, April 21, May 5, May 19, June 2, June 16, July 7, July 21

Upcoming CSC Important Dates: