

Illinois State University Civil Service Council (CSC) Meeting February 4, 2020

Members Present (box checked):

- | | | |
|---|---|---|
| <input checked="" type="checkbox"/> Sarah Bollman | <input checked="" type="checkbox"/> Hayley Helpingstine | <input checked="" type="checkbox"/> Bart Lytel |
| <input type="checkbox"/> Tom Cotton | <input type="checkbox"/> Brooke Hermanowicz | <input type="checkbox"/> Juliana Nelson |
| <input type="checkbox"/> Jena Garrett | <input checked="" type="checkbox"/> Tony Herter | <input checked="" type="checkbox"/> Stuart Palmer |
| <input 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 checked="" type="checkbox"/> Colette Homan | <input checked="" type="checkbox"/> Visitors: Wayne Aldridge, Mercy Davison, Kelly Walker |
| <input 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:

1/21/20 motion made to approve minutes by Lytel and second by Theobald, all in favor.

SURSMAC: Kelly Walker – The most recent SURSMAC meeting was held on Nov. 15, 2019, and Walker, the interim director of Benefit Services at HR attended representing the Civil Service Council and provided the following report:

- Discussion was had about forming committees specifically for Benefits and Legislative topics. No commitments were made.
- Election of officers took place.
- SURS presented a legislative update:
 - 6% bill employer was reenacted in place of the more recent 3% rule
 - The buyouts will continue to be available until June 30, 2024
 - Several laws passed with some changes for SURS purposes: amendment to preserve health insurance benefits for those who take a buyout; requirements for sustainable investing; preservation of unclaimed property to keep the money with SURS; technical definition corrections
 - Other topics are pending legislation but nothing official has passed
- SURS presented an investment update:
 - A recent review of the portfolio shows that performance has trailed what is expected. However, over the long term, the portfolio has exceeded expectations.
 - SURS is looking to reallocate assets to create better returns.
 - TorreyCove has been selected as the Discretionary Private Equity Advisor to transition to a different type of investing. Should provide for fee savings over time.
- SURS discussed upcoming changes to the Self-Managed Plan. An official date has not been announced.
 - Voya will be the recordkeeper. We expect them to visit campus sometime soon.
 - Alliance Bernstein has been selected to offer the new custom investment solution.
 - Provides for SMP participants to have additional options at retirement and guarantee a minimum income while preserving health insurance eligibility.
 - SURS will also be implementing a Supplemental Defined Contribution Plan.
 - The plan will be a 457.
 - An official date has not been provided.

- ISU employees will continue to have the option of contributing the 457 through CMS as well as the ISU 403b.
- Human Resources will communicate more information about the SMP and 457 changes as soon as it becomes available.

Mercy Davison: Normal Bike-Pedestrian Master Plan Presentation – Normal Town Planner Mercy Davison and Town of Normal Director of Public Works Wayne Aldridge provided a presentation on the town’s Bicycle and Pedestrian Master Plan Update. The project is currently in the public outreach phase where they are seeking public feedback. They conducted a survey where more than 400 people responded and shared ideas for improvement like expanding the Constitution Trail, enhance connectivity, provide more educational opportunities for trail and road users. Davison and Aldridge wanted to hear from ISU, including the Civil Service Council, because the University is in the middle of a large area of bike, pedestrian, and car traffic. Davison said anyone with ideas, questions or concerns regarding the master plan update can email her at mdavison@normal.org.

Davison said the next steps in the Bicycle and Pedestrian Master Plan Update is finalizing objectives, developing a bicycle and pedestrian network, and holding a second open house about the plan in April.

Chair Comments: Stuart Palmer

Meeting with the President – Palmer met with President Larry Dietz and A/P Council Chair Ron Gifford on Jan. 24. They talked about the ongoing Redbirds Rising campaign and how well it was doing. Palmer said Dietz was pleased that the council was again supporting the School Street Pantry with this year’s Spring Drive. Palmer also shared the ongoing concerns he’s heard regarding the lack of a contract between AFSME and the University. Dietz isn’t part of the bargaining process, but he was hoping for a resolution.

Provost finalists – Shared governance meetings scheduled February 10, 11, 13, and 17 from 11:20 a.m. to 12:05 p.m. in the Founders Suite. Palmer encouraged all council members to attend and hear from the four candidates who will be interviewing on campus.

Vice Chair Comments: Tony Herter

OpenLine: Rachel Hatch, Editor/Narry Kim, Proofing – Kim said Hatch will send out the next OpenLine on Feb. 14 because the 15th is a Saturday. She said the OpenLine will include the following articles: Spring Drive, the Founding Celebration (Faculty/Staff Appreciation Luncheon), Faculty/staff discounts for the Founding Celebration, Fell Trust apps due in March, Adaptapalooza (Feb. 26), Civic engagement grants available, Tip of the Hat, and Years of Service. Kim has been in contact with Troy Zeigler who will give her the results of the Toys for Tots Drive last December so Hatch can include a follow-up story.

Secretary: Narry Kim – No report.

Treasurer: Hayley Helpingstine – Helpingstine said she will send out the second installment scholarship checks.

Human Resources: Colette Homan – Homan presented the following report:

Long-Term Care Open Enrollment

- Hosted by Genworth
- The enrollment period will be March 2 through April 3
- ISU has negotiated a group rate but enrollment and premium remittance will be direct with the vendor
- Underwriting will be required, though limited in some scenarios

- Open to employees who are SURS and CMS eligible and their spouses/partners, parents (including in-law and step), grandparents (including in-law and step), children, and siblings (including in-law and step)
- Campus notification will begin in February

DEVA (Dependent Eligibility Verification Audit)

- Required per CMS, audit will be conducted by HMS Employer Solutions
- The audit period will be March 3 – April 25; failure to certify will result in termination effective May 1
- Dependents include: spouse, grandfathered domestic partner, children under age 26 (including stepchildren and children of a civil union partner), disabled children age 26 and older
- Natural child dependents who were previously verified during the 2015 audit will not need to be verified again during this audit
- Members will have to upload documentation through AuditOS.com; Human Resources will be glad to provide copies of any documentation that is available in the employee's benefit file
- Campus notification will begin in February as well as mailings to employees' homes from CMS

If you have any questions regarding the audit, please contact your Benefits Counselor in Human Resources.

EAC: Rick Marr – Not present.

Annuitants: Jan Cook – No report.

Special Committee Reports:

- A. Academic Senate:** Stuart Palmer – Palmer said the Academic Senate meeting took place on Jan. 22 with the following: A welcome back from President Dietz; an update on the provost search; and ISU Police Chief Aaron Woodruff was invited by Vice President of Student Affairs LJ Johnson to discuss the diversity of the ISU PD workforce and their ongoing training, as well as their efforts to provide training to local police departments. The Senate was also working on revisions to the Student Withdrawal Policy.
- B. Educate – Connect – Elevate – Illinois State:** Narry Kim – Next meeting will be on March 2, 2020.
- C. Campus Communications Committee:** Beth Theobald, Stuart Palmer – Theobald said the committee will meet this month to discuss and prepare the joint letter that will be read at the Board of Trustees meeting on Feb. 21. She said if anyone on the council had any information or comments to add to the letter, to please let her know.
- D. University Foundation:** Tony Herter – No report.
- E. Parking and Transportation Advisory:** Stuart Palmer, Tony Herter – No report.
- F. Discounts:** Brooke Hermanowicz – Not present.
- G. Team Excellence (Fall):** Sarah Bollman – Bollman said the committee met and she couldn't attend, but she was able to read applications and send in her team selections. She said the winners have been chosen, but they won't be announced until the Faculty/Staff Appreciation Luncheon.
- H. Fall Drive (Nov-Dec):** Tom Cotton, Bart Lytel – No report.

- I. **Spring Drive (March – April):** Hayley Helpingstine, Brooke Hermanowicz – Helpingstine has contacted the School Street Food Pantry and received a graphic to put on the collection bins with their logo and indicating what items are most needed. She will print copies of the graphic and get them on the collection bins before they are put out for the collection next month.
- J. **Elections (March – May):** Narry Kim, Leslie Green – Kim emailed Printing Services to request an estimate on the cost of printing the postcards seeking nominations for council seats and postcards promoting the election. She is hoping to get the estimates by the next council meeting to seek approval of the printing costs before she orders them.

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. Elections (March – May) – Narry Kim, Leslie Green
- f. Governing Documents review: Narry Kim
- g. Scholarships: Juliana Nelson
- h. Chili Cook-off: Sarah Bollman
- i. Homecoming: Jena Garrett, Hayley Helpingstine, Brooke Hermanowicz
- j. Awards (Fall): Narry Kim, Beth Theobald, Judi Khalilallah, Tom Cotton
- k. Raffle (Oct – Dec): Narry Kim, Hayley Helpingstine, Brooke Hermanowicz
- l. Children’s Holiday Party (Fall – Dec): Narry Kim, Judi Khalilallah, Jena Garrett

Old Business: None.

New business: None.

Announcements: Helpingstine reminded everyone of the faculty and staff discounts at both dining centers every Friday in February in honor of the Founding Celebration. Lunch for \$6.50 or dinner for \$8 at the Watterson Dining Commons or the Marketplace at Linkins Center.

Adjournment: The meeting adjourned at 12:59 p.m. with a motion from Theobald and a second from Hamann.

Respectfully submitted,
Narry Kim

Next Meeting

Tuesday, February 18, 2020, 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 – 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:

Faculty/Staff Appreciation Luncheon – Wednesday, February 19, 2020