

Members Present (box checked):

- Jim Anderson
- Amy Witzig
- Chris Roberts
- Bob Blythe
- Dana Tuttle
- Holly Sanford

- Jean Darnall
- Narry Kim
- Patti Hoit
- Shayla Dennis
- Stuart Palmer
- Dean Plumadore

- Hayley Helpingstine
- Tammie Beck
- Tom Cotton

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

- Colette Homan
- Tommy Navickas

- Rick Marr
- Jan Cook

- Andrea Rediger

Bob Blythe, Council Chairperson of the 2017-2018 academic year, called the meeting to order at 12:03 p.m., in the Spotlight Room, Bone Student Center.

**Approval of Minutes:** No motion made to approve minutes.

**Chair Comments:** Bob Blythe reported:

1. The leadership committee will be talking with A/P Council to discuss networking opportunities such as the homecoming parade. The next A/P Social is January 25.
2. Blythe and Ron Gifford, A/P Council Chair met with President Dietz last week. President Dietz specifically thanked the craftspeople and how they have been keeping up with things throughout the budget struggles. Blythe passed that on to the craftspeople.
3. Leadership team will be meeting to regroup and plan for upcoming spring and summer.

**Vice Chair Comments:** Jean Darnall was not present.

- A. **Open Line:** Narry Kim reported that there is a slight delay in the December/January issue of the OpenLine due to Tommy Navickas being out with new baby and Andrea Rediger being out ill. Kim will connect with both and in hopes of a proof this week and issue going out soon.

**Secretary:** Amy Witzig had nothing to report.

**Treasurer:** Patti Hoit was not present.

**Human Resources-** Colette Homan was not able to make this meeting however; Blythe reported the following in her absence:

- Founders’ Day: For those receiving the C/S Distinguished Service Award and Esprit de Corp award their plaques have been ordered and delivered to Julie Barnhill for Founder’s Day. For those receiving the C/S Distinguished Service Award, their monetary award has been submitted and will be entered into iPeople for distribution on their February 28<sup>th</sup> paycheck.
- Update on the PAA issue we have been discussing:  
The Principle Administrative Appointment Exemption process continues to move ahead with the State Universities Civil Service System (SUCSS) Office. At the Merit Board meeting in December, the Merit Board directed the SUCSS staff to abort their plans to draft a new “rule” and to proceed with a procedures manual change instead. This decision by the Merit Board was

consistent with what the HR directors have been proposing to SUCSS from the beginning of these discussions. We were relieved by the Merit Board's action at the time.

- Prior to the holiday break, the HR Directors Advisory Committee (HRDAC) received a draft procedure and a brief explanation from the SUCSS executive director. After having time to digest the proposed changes, it was clear their initial proposal included significant changes. We continue to work with SUCSS, the Employee Advisory Committee (EAC), and the Merit Board Chairperson in an attempt to reach agreement on a draft procedure.
- Unfortunately, the deadline was unexpectedly accelerated and the Merit Board wants to have a document to review and take action on at their meeting on February 1, 2018.
- In an attempt to meet this deadline the following meetings/conference calls have occurred:
  - 12/11 HRDAC/SUCSS staff (initial review of document with SUCSS)
  - 12/18 HR directors (without SUCSS staff)
  - 12/21 HRDAC/SUCSS staff
  - 12/22 HR directors (without SUCSS Staff)
  - 1/10 HR directors (without SUCSS staff)
  
- Upcoming meetings on this topic:
  - 1/16 HRDAC/SUCSS staff
  - 1/19 HRDAC/EAC/SUCSS Staff/Chairperson of the Merit Board
  - 2/1 Merit Board Meeting

As always, if there are any questions for HR during the meeting, please let me know and I would be glad to respond as I can via email to the group after the meeting.

**EAC-** Rick Marr was not present.

**Annuitants** – Jan Cook was not present.

**Special Committee Reports:** (action items not discussed this meeting due to Educating Illinois endorsement request)

- A. Academic Senate: Patti Hoit was not present.
- B. Awards: Narry Kim – no report.
- C. Governing Documents: Dana Tuttle will begin reviewing the documents.
- D. Marketing: Holly Sanford – no report
- E. Elections: Jim Anderson – expiring terms were discussed; Kim will look into postcard; Dean Plumadore will look into electronic set-up.
- F. Scholarships (July-Aug): Amy Witzig – no report.
- G. Campus Communication Committee: Bob Blythe – no report.
- H. Children's Holiday Party: Holly Sanford – no report.

- I. Spring Drive: Hayley Helpingstine – was not present however, Blythe reported that she is exploring ideas for the drive.
- J. Webmaster: Dean Plumadore- removed Sam’s Club offer from discount page.
- K. University Foundation: Shayla Dennis was not present.
- L. Parking and Transportation Advisory Committee: Jean Darnall was not present.

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

- A. Governing Documents: Dana Tuttle
- B. Elections(March-May): Jim Anderson
- C. Homecoming: Holly Sanford
- D. Raffle: Amy Witzig
- E. Donut sale: Patti Hoit
- F. Educating Illinois: Dean Plumadore
- G. Fall Drive: Tom Cotton
- H. Legislative: Dean Plumadore
- I. Listserv Manager: Dean Plumadore
- J. Discount Listings: Amy Witzig - no report.
- K. Sick Leave Bank Appeals: Jim Anderson
- L. SURSMAC representative: Jean Ann Dargatz
- M. Team Excellence: Dana Tuttle

**Old Business:** Blythe reported that the leadership team would be looking into additional scholarship money and how to advertise and award that.

**New business:** Dana Tuttle wondered if there was a selection process for the Founder’s Day bell-ringing committee. Kim will ask Julie Barnhill.

**Announcements:** None

**Adjournment:**

The meeting adjourned at 12:36 p.m. with a motion from Chris Roberts and a second from Stuart Palmer.

Respectfully submitted,  
Amy Witzig

**Next Meeting**

Tuesday, February 6, 2018, at noon in the BSC.

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

**Upcoming CSC Meeting Dates:**

**2017 Dates** –Feb 6, Feb 20, Mar 6, Mar 20, Apr 3, Apr 17, May 1, May 15, Jun 5, Jun 19,

**Upcoming CSC Important Dates:**