

Members Present (box checked):

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> Jim Anderson | <input type="checkbox"/> Jean Darnall | <input checked="" type="checkbox"/> Hayley Helpingstine |
| <input checked="" type="checkbox"/> Amy Witzig | <input checked="" type="checkbox"/> Narry Kim | <input type="checkbox"/> Tammie Beck |
| <input checked="" type="checkbox"/> Chris Roberts | <input type="checkbox"/> Patti Hoit | <input checked="" type="checkbox"/> Tom Cotton |
| <input checked="" type="checkbox"/> Bob Blythe | <input type="checkbox"/> Shayla Dennis | |
| <input checked="" type="checkbox"/> Dana Tuttle | <input checked="" type="checkbox"/> Stuart Palmer | |
| <input checked="" type="checkbox"/> Holly Sanford | <input checked="" type="checkbox"/> Dean Plumadore | |

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

- | | | |
|---|---|--|
| <input checked="" type="checkbox"/> Colette Homan | <input checked="" type="checkbox"/> Rick Marr | |
| <input type="checkbox"/> Rachel Hatch | <input checked="" type="checkbox"/> Jan Cook | <input checked="" type="checkbox"/> Guest Speaker – Jean Ann Dargatz |

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: Motion made to approve minutes...

1. 4/3/18 motion made by Dean Plumadore and 2nd by Holly Sanford
2. 4/17/18 motion made by Plumadore and 2nd by Sanford

Guest Speaker: Jean Ann Dargatz, SURSMAC-

1. This meeting took place at the SURS office on Fox Drive in Champaign. I attended on behalf of Illinois State University Civil Service employees. Jay Rich, our faculty rep, was unable to attend.
2. New SURSMAC Chair Roger Spayer, head of HR at Harper College, opened the meeting.
3. Martin Noven, executive director gave an update on staff changes, processing times, member education and Tier 3.
4. The investment update reported that the strategies remain the same and two consultants have been hired to look at asset allocation.
5. Kristen Houch provided a Legislative update. You can sign up for the SURS RSS feed on the legislative tab for more information. SUAA is working on a plan to “refinance” the state budget pension obligations. The State budget for SURS is \$1.55B – asked for \$1.65B; difference is the cost shift to employers.
6. There was an amendment to allow for meetings to take place electronically, if and when needed. After much discussion, this was passed. It is still the intention of SURMAC to meet in person.

Chair Comments: Bob Blythe reported:

1. A/P Networking – Hy-Vee Market Grille will be the location of the May 25 Faculty/Staff social.
2. Chili Cook-off – Estimated cost is \$9,000. Blythe met with Danielle Miller-Schuster and others to discuss.
3. Meeting with President - In Blythe’s meeting with President Dietz and Ron Gifford, President Dietz said he would like to further think about the Chili Cook-off for now and leave it open for discussion.
4. Blythe let the Council know that Patti Hoit, treasurer, has resigned from the Council, her treasurer position and any other committee involvement. Blythe will be seeking a volunteer who would like to take over the role of treasurer for the remainder of the term ending June 30, 2018.

- a. Blythe reported that Narry Kim has solidified the date of December 6 and 7 for the set-up/practice and the ISU Children's Holiday Party. With the renovations of Bone Student Center, we were needing to book the space earlier than in past years. Gamma Phi Circus requested the extra day in order to practice. The extra day for the space will cost the Council \$250(\$50/hour). The total estimate of the extra day, split three ways (A/P, CS, and Presidential Events) is \$520.20. Holly Sanford made a motion to approve the additional fee up to \$520.00. Bob Blythe and Chris Roberts second the motion.

Vice Chair Comments: Jean Darnall – not present

1. **OpenLine:** Narry Kim reported Rachel Hatch is building the next OpenLine and it will include: election results, Tip of the Hat, Benefit Choice information, CS scholarship, Years of Service and the ISU Night at the Cornbelters game.

Secretary: Amy Witzig

1. Committee descriptions- Witzig reminded members to submit those descriptions so they can be uploaded to shared drive for future Councils.
2. Printed materials have been ordered. Raffle tickets and notecards with envelopes have been received. We are waiting on the parade bags that we ordered with A/P Council.

Treasurer: Patti Hoit – resigned from treasurer and Civil Service Council.

1. Monthly report of accounts-Blythe will check on the status of these accounts.

Human Resources - Colette Homan –

1. Email came out regarding Benefits Choice, please read.
2. Per Janice Bonneville, there are no changes to plan design or healthcare and plans.
3. Life insurance rates decreased.
4. If you choose not to make any changes, you don't need to do anything.
5. EAC and HRDAC had combined meeting on April 19. All reps and many directors attended along with Jeff Brownfield and his staff.
6. The PAA new procedures manual is on track to be effective October 1, 2018.
7. A question came up for Homan from Dean Plumadore regarding the retirement formula changing calculator and Homan will ask her supervisor.

EAC- Rick Marr –

1. EAC meeting took place April 18, 19 (EAC and HRDAC).
2. As Colette stated, the exemption procedures manual and implementation are set to be effective October 1, 2018.
3. Originally, the Merit Board wanted to clarify the definition of what PAA was.
4. Moving forward from this point with no major changes.
5. Head counts of CS employees is seeing a trend:
 - a. In 1999 there were 22,243 CS employees
 - b. In 2017 there were 18,188 CS employees, or 18% less
 - c. In 1999 PAA's and research grants 8,409
 - d. In 2107 PAA's and research grants 10,250 or 36% more
6. SUCSS (Jeff Brownfield, Executive Director) sent a letter to the Office of the Inspector General along with a copy of the PAA procedures the Merit Board approved in order to respond to their concerns.

Annuitants – Jan Cook – No report.

Special Committee Reports:

- A. Academic Senate: Chris Roberts reported–
 - a. President Dietz was elsewhere for University business, but we were briefed on his speaking to the State House Appropriations Committee and his upcoming meeting with the Governor- all advocating good things for ISU (capital improvements, MAP funding, etc.)
 - b. Provost Murphy gave an update on House bill 4956 (SIU proposed 3-year teaching degrees) sailing through the House with a 96 to 11 vote. Our in the know people feel that it will just remain dead in the Senate
 - c. Academic calendar was talked about why we are not coordinating with Unit 5 so that the spring breaks can line up. Lots of “harumphs” from faculty members. Senator been tasked to contact local superintendents and he shared that they don’t care if the schedules line up - they have their own calendar needs (state sport schedule, competitions, etc.)
 - d. David Marx presented our Planning and Finance report-how it was going to work going forward. Couple of questions about it, but everybody seemed to like it. It was approved by Unanimous vote.
- B. Campus Communication Committee: Blythe reported that he and Witzig are due to meet with this committee to discuss the letter to be presented at the May 11 Board of Trustees meeting.
- C. Elections (March-May): Jim Anderson reported:
 - a. One candidate withdrew
 - b. 50 votes total so far:
 - i. Group 1 had Seven votes
 - ii. Group 2 had 7 votes
 - iii. Group 3 had 11 votes
 - iv. Group 4 had 3 votes
 - v. Group 5 have 20 votes
 - c. Relay coming out tomorrow as a reminder to go vote by logging on to My Illinois State.
- D. Spring Drive (March-April): Hayley Helpingstine –
 - a. Bins have been returned, one is missing.
 - b. Nutrifest not a great response, but got word out.
- E. Sick Leave Bank Appeals: Jim Anderson – No report.
- F. University Foundation: Shayla Dennis – Not present.
- G. Parking and Transportation Advisory Committee: Jean Darnall – Not present.
- H. Scholarships (July-Aug): Amy Witzig – Monday, May 7 an email relay will be going out to all Civil Service staff with scholarship information and deadline.
- I. SURSMAC: Jean Ann Dargatz – above

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

- A. Awards (fall): Narry Kim
- B. Homecoming: Holly Sanford
- C. Raffle: Amy Witzig
- D. Donut sale:
- E. Educating Illinois: Dean Plumadore
- F. Fall Drive: Tom Cotton
- G. Governing Documents (Annual): Dana Tuttle
- H. Children’s Holiday Party- Holly Sanford

- I. Legislative: Dean Plumadore
- J. Listserv Manager: Dean Plumadore
- K. Marketing: Holly Sanford
- L. Discount Listings: Amy Witzig
- M. Scholarships (July-Aug): Amy Witzig
- N. SURSMAC representative: Jean Ann Dargatz
- O. Team Excellence: Dana Tuttle
- P. Educating Illinois: Dean Plumadore
- Q. Webmaster: Dean Plumadore

Old Business: None

New business: Leadership team to meet and recommend four names of Civil Service staff members to serve on the College of Education Dean search committee. Provost Jan Murphy will decide on one representative from the four recommendations. The recommended names are due to Provost Murphy on May 11.

Announcements:

1. The next Faculty/Staff social will be May 25, 2018 at Hy-Vee Market Grille.
2. Sanford reminded member of the opportunity to leave a mark on the University, today, at 4 p.m. This is an opportunity to sign the elevator shaft in the new Bone Student Center renovated section. Signers must wear close-toed shoes and sign a waiver in order to participate.

Adjournment:

The meeting adjourned at 12:55 p.m. with a motion from Dean Plumadore and a second from Stuart Palmer.

Respectfully submitted,
Amy Witzig

Next Meeting

Tuesday, May 15, 2018, at noon in the BSC.

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:

2018 Dates – May 15, Jun 5, Jun 19

Upcoming CSC Important Dates:

Scholarship Applications – due June 15