

Members Present:

Stuart Palmer	Juliana Nelson	Beth Theobald	Aubrey Henson
Beth Porter	Jamie Neville	Nancy Kerns	Sarah Bollman
Sean Thornton	Judi Khalilallah	Lyndsie Schlink	Kacy Rader
Dominique Schauer			

Members Not Present:

Elisabeth Reed	Leslie Green	Tony Herter
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Visitors & Ex-Officio Members Present:

Colette Homan

Stuart Palmer, Council Chairperson of the 2021-2022 academic year, called the meeting to order at 12:01 pm via in person and Zoom.

Special Guest: Stephanie Duquenne, Director of Alumni Engagement, gave a short presentation/update on the key items happening to celebrate ISU Homecoming 2021, A Hundred Years of Homecoming, October 11-17, 2021. It's the 100th year anniversary of hosting Alumni to return to campus, pairing the festivities with a football game. ISU football is also celebrating their 125th anniversary this fall.

Highlights:

Campus Decorating Contest, Oct 8th judging – sign up by Oct. 4

Oct. 11 Homecoming Kick Off on the Quad

5pm – 7pm Free meal and Sweetwater concert on the Quad

8 pm The lighting of the Uptown Homecoming Trees

All week holographic historic ISU Homecoming photos will be displayed on building on the Round-About.

Oct. 15 Hoop Fest returns with an ISU scrimmage and crowning of the Homecoming King and Queen

Oct. 16 Town and Gown 5K and virtual 5K – 8 am

Best Parade in the State kicks off

See the [Homecoming website](#) for all the details!

Approval of Minutes:

Minutes for 8/31/21 were updated and motioned for approval by Juliana Nelson and seconded by Beth Theobald. All approved.

Chair Comments: Stuart Palmer – No report

Vice Chair Comments: Beth Theobald – No report

OpenLine: Sarah Bollman – OpenLine is a lot of work! The online portion is fine, it's the graphic design for the print portion which she stated is an important component to reach many Civil Service members who are not tied to computers to read the newsletter. It was brought up to possibly seek CS membership that might not want to attend CS Council meetings but may have the skills to volunteer to provide this service to the membership. All agreed that is a good point. It will somehow be conveyed on the survey to go out soon to all CS staff. Sean Thornton said he would be glad to help Sarah get the paper copy formatted in the meantime.

Annuitants: Beth Theobald – No

Secretary: Beth Porter – I now has the ability to update the University Calendar and add the CS Council meetings, and today's meeting was posted.

Treasurer: Juliana Nelson – Balance reported was \$3,827.32.

Human Resources: Colette Homan – No report – Beth Theobald asked Collette if she knew if we had to record/save our Zoom meetings if anyone attended via Zoom. Collette recommended reaching out to legal for a definitive answer. Beth Porter offered to contact legal about Zoom policies.

EAC: Rick Marr – (not present; no report)

Special Committee Reports:

- **Academic Senate: Stuart Palmer** – The Planning and Finance Committee (PFC) met 9/8/21. It was decided to waive our usual policy work to get to the backlog of six action items. The committee has formed two sub committees to split the items evenly. Then a discussion was had on the issues pending list - Review of Committee Functions. The Academic Senate Meeting followed the PFC meeting. The AS agenda can be found [here](#). Vice President of Finance and Planning, Dan Stephens, gave a Color of Money presentation at the start of the meeting. It was noted that the Center for Visual Arts (CVA) is working with the Capital Development board to amend their building plans as it has been found that new construction was slated to go over undetected sewer lines not accounted for in the building plans. The AS also amended their electronic meeting rules to conform with the Open Meetings Act and put policies in place for the next 3 years. In the Information Item of note was the IDEAS learning outcome being discussed a second time.
- **COVID Work Groups:** Sarah Bollman – the COVID TRAVEL working group still meets, but no report.
- **Educate • Connect • Elevate Coordinating Team, ECE:** Sean Thornton – Met 9/8/2021
 - This was the first meeting of the new school year. Amelia Noel Elkins gave a presentation on Student Success Initiatives and plans, and Erin Thomas gave an overview the new Bird Tracks.
 - Amelia shared a draft definition of student success and explained how they are arrived at this draft as they saw differences on the student's expectation of success. Early conclusions:
 - Financial Aid is essential to student success
 - We may not be defining success the same way students
 - Must be closely connected to EDI efforts
 - Student success will be crucial to maintain enrollment in these next 10 years of demographic declines.
 - Q's that came up
 - Is Financial Aid a deficit thinking approach? Amelia shared that financial aid impacts more than low income students and is larger than it seems and is trying to be precise with language.
 - It was stated that some students do not have the writing skills they need. How do we, ISU, leap this hurdle? Amelia shared that it's an undergrad and graduate

level issue and we need to fund the services that will help teachers do their job to help students.

- Some asked for elaboration of the “teach/student success link” on a slide. Amelia said 99% teachers want students to succeed. Faculty must be part of conversation, and most success happens when they are. Faculty and student want the same thing and support from University resources can help.
- Another was curious to know what the breakdown of survey to student was and it was shared that the focus was on undergrads.
- Project Bird Tracks presentation—Erin Thomas—Student Affairs/Engagement
Big picture: BCSSE (before college student survey) was used to create a student success equation, dashboard. Many surveys through several dept. added into this project/big picture. Obtaining employment data for grads of ISU helped create a picture of students before/during/after ISU.
Data to Info—data can only help when turned to info to act on ... what can we do better for the students?
 - Learning what outcomes could be

Where to view Bird Tracks: [StudentAffairs.IllinoisState.edu/your/](https://studentaffairs.illinoisstate.edu/your/)

- It's a streamline process to help students focus on things to get involved with...
- How to make the most of their resources...

Future with the help of Data

- Help all students thrive at ISU
- Guide student in and to meaningful engagement
- Provide clear picture of what is possible
- Demonstrate ROI and/or potential

Requests of the Campus:

- Encourage students to complete the Bird Tracks survey each semester; fall launch was mailed out to all students August 31, 2021.
- Add programs, services, and experiences to the online portal for collecting SLO-based experiences @ <https://illinoistate.knack.com/outcomeinventory>.
- Use SLO Resource Site to reinforce curricular concepts in the co-curriculum @ <https://studentaffairs.illinoisstate.edu/your/>.
- Use SLO Resources Site when talking with students about their engagement and next steps.
- Share this information with others and/or invite me to other meetings.

- **Campus Communications Committee:** Beth Theobald – Next meeting 10/5/2021
- **University Foundation:** Juliana Nelson – Met with Pat Vickerman for a UF Board orientation meeting and with the first meeting of this school year on Oct. 15, 2021.
- **SURSMAC:** No update
- **Parking and Transportation Advisory:** Stuart Palmer, Tony Herter – No update

- **Discounts:** Sarah Bollman – Stuart was sent a document from the previous Discounts chair and will forward on to Sarah. It was commented on that maybe a “Did you know...” section be added to the OpenLine to highlight discounts and various CS Council items. This could possible be added to our social media posts too.
- **Awards (fall): TBD Chair,** Judi Khalilallah. Stuart announced that Lyndsie Schlink has volunteered to be the chair of the fall awards.
- **ISU Police Chief Advisory Board:** Sarah Bollman: No Update
- **Team Excellence:** Sarah Bollman: No Update
- **Elections:** Sarah Bollman: No Update
- **Scholarships:** (June – August) Juliana Nelson (chair), Judi Khalilallah – Juliana reported:
 - a. Three applicants were selected for the (3) Civil Service Scholarships for children attending ISU of Civil Service employees:
 - i. Abigail Rosenberger, Double major Marketing Communications/Advertising Parent: Tracy Rosenberger
 - ii. Connor Boolman, Accounting and Finance Parent: Jennifer Boolman
 - iii. Maxine Sexton, English Studies Program specializing in Publishing Studies Parent Laurie Sexton
 - b. Carl Johanson Scholarship for current Civil Service employees attaining their undergraduate degree was not awarded – as there were no applicants to make an award.
 - c. One applicant for children of Civil Service employees who attend Non ISU college was selected for the award:
 - i. Averie Kiesewetter, Attending Columbia College Chicago, Art Parent: Michelle Kiesewetter

Special Committees: (Non-Active)

- **Marketing/Legislative** – (Sean Thornton) – No Report
- **Webmaster** – (Sarah Bollman) – No Report
- **Governing Documents Review** – (Sarah Bollman) – No Report
- **Homecoming** - (Beth Porter) – During Stephanie Duquenne’s presentation she mentioned that the Town of Normal is allowing candy/items to be passed out at this time. Beth will reach out to the A/P council as to how they want to partner in the Homecoming Parade with that change. It was also mentioned that we may want to have an alternative service oriented activity to support the School Street Pantry or Socktober drives, as well as just having a truck with the CS Council signs on the side with two – three CS staff waving at the crowd during the parade.
- **Chili Cookoff** – (Sarah Bollman) – suspended for this year
- **Spring Drive** – (Nancy Kerns, Leslie Greene) – No Report
- **Elections** - (March-May): (Sarah Bollman) – No Report
- **Raffle** – (Juliana Nelson) – No Report
- **Fall Drive** – (Nov-Dec) (Chair), Leslie Green – No Report
- **Children’s Holiday Party** – (Fall-Dec): (Lyndsie Schlink) – suspended for this year

Old Business: (Will be moved to the beginning of the meeting to address these on 9/28/21)

- a. How can we better communicate to our Civil Service Employees and share their questions and concerns?

- i. (ongoing) Beth Theobald brought up creating a Formstack survey to reach out to all Civil Service Employees to canvas needs and find out what CS employees want to learn about. Sean Thornton and Beth Theobald offered to work together to create the survey to be utilized through Formstack.

New business:

- a. Are there other civil service programming pieces we could do to engage with Civil Service Employees? Socials?
 - i. Tabled until survey has been collected.
- b. I read that AP employees receive a plaque for being on the Council when they step down. I think this is something we should start doing for our members as they exit the council. Start with the individuals that just stepped off?
 - i. Tabled until next meeting.

Announcements:

- a. Next Zoom meeting on September 28, 2021 (Spotlight Room and Zoom)

Adjournment: Juliana Nelson motioned to adjourn at 1:01 p.m., Sean Thornton seconded. All approved.

Next Meeting

Tuesday, September 28, 2021

Reminders: The deadline for submitting materials to the *OpenLine* is the 25th day of each month. – *NOTE: Deadline is subject to change. Please ensure you submit any information to Sarah Bollman.*

Upcoming CSC Meeting Dates:

2021 Dates - September 28, October 12, October 26, November 9, November 23, December 7, December 21

2022 Dates - January 4, January 18, February 1, February 15

Upcoming CSC Important Dates: