

**Illinois State University Civil Service Council (CSC) Meeting January 19, 2021**

**Members Present:**

Sean Thornton	Tony Herter
Judi Khalilallah	Elisabeth Reed
Beth Theobald	Nancy Kerns
Jamie Neville	Bart Lytel
Juliana Nelson	Sarah Bollman
Aubrey Henson	

**Members Not Present:**

Tom Cotton      Stuart Palmer  
Leslie Green

**Visitors & Ex-Officio Members Present**

Colette Homan  
Narry Kim

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Tony Herter, Interim Council Chairperson of the 2020-2021 academic year, called the meeting to order at 12:03 p.m. via Zoom.

**Approval of Minutes:**

Minutes from 1-2-2021 were approved and added to our website. Motioned by Lytel, 2<sup>nd</sup> by Thornton, approved by all.

**Chair Comments:** Tony Herter

Meeting with the President – Herter will be meeting with the president on 1/25&1/26 respectively.

**Vice Chair Comments:** Tony Herter – No update

**OpenLine:** Kim stated The January OpenLine went out on January 15, and the print version was also mailed too. The next OpenLine will be emailed on February 15, with the print version being sent out within a week after the email. So far the February OpenLine will include the Tip of the Hat, Years of Service, and February Spotlight on Dave Bentlin. She will reach out to Nikki Brauer about a Wellness

article for February and Rachel Hatch on any updates on the Culturally Responsive Campus Community (CRCC) conference registration since the January OpenLine included a save-the-date on it. She will also check the Report to see if there are any other articles pertinent to civil service to add to the newsletter. If anyone had anything to submit for the February OpenLine, the deadline is Jan. 25.

**Secretary:** Beth Theobald – I will be adding the agenda for CSC meeting into our Teams group in order for all to update their committee reports as well as add anything they would like to discuss to the next CSC meeting.

**Treasurer:** Balance on account at the ISU Credit Union remains: \$ 4,508.91

**Human Resources:** Colette Homan – We will be hosting a second open enrollment for Long Term Care coverage through Genworth since our open enrollment last year was disrupted by COVID. Information will be provided to campus over the next few weeks, and the enrollment timeframe will be February 22 through March 19. Current information on our website can be found here:

<https://hr.illinoisstate.edu/benefits/insurance/lt-care/>

**EAC:** Rick Marr – Not present.

**Annuitants:** Kim attended the ISUAA meeting that took place on Jan. 13 through Zoom and she submitted the following report: Gail Lamb, ISUAA acting president said the Spring Newsletter is in process and will be finalized after the Jan. 13 meeting. She also shared the ISUAA 2020-2021 Directory has been printed and thanked members Larry Alferink and Neil Gridley for getting it done. To request an ISUAA Members Directory, contact Jillian Nelson by email ([jyoun11@ilstu.edu](mailto:jyoun11@ilstu.edu)) or call (309) 438-2592. The group decided to cancel the March Luncheon due to COVID-19 safety guidelines. The ISUAA Calendar dates for July 2021-June 2022 was approved, but some locations are still TBD. They are also going to establish the next nominating committee to prepare for the June elections. Alferink shared that he is continuing working with ISUAA member Chuck Scott on writing an

Emergency Rule that would set guidelines on how to handle meetings during emergencies like the COVID-19 pandemic in the future.

Highlights from the SUAA Mini Briefing Kim received January 13: The new Speaker of the House is Representative Emanuel Chris Welch (D) from the 7th District. Speaker Welch has served in the House since January of 2013. Former Speaker Michael Madigan was sworn in as the Representative (D) from the 22nd District. Today marked the end of an era, but also marked his 50th year of serving in the House of Representatives – January 1971. There will be lots of information to come as committee assignments are made, including office assignments for the many freshman legislators. The Capitol and the Stratton Building continue to remain closed to the public. The House will reconvene January 14 at 10 a.m. The Senate will also be in session. This is just for one day. Normal schedule begins on January 26, but most likely both Houses will meet virtually at least for a while. The Black Caucus passed its agenda which included the Four Pillars of Policy: Criminal justice reform, violence and police accountability; education and workforce development; economic access, equity and opportunity; and health care and human services. Get ready for an interesting 102nd General Assembly as the budget and redistricting take center stage, along with police reform. The next ISUAA Board Meeting will be on March 3, 2021, via Zoom.

### **Special Committee Reports:**

- **Academic Senate:** Stuart Palmer – Beth Theobald will start taking over as the Academic Senate representative as well as the Planning and Finance meetings until we are able to bring our new members up to speed and they have an opportunity to decide what roles they are willing to fulfill. – Next meeting is scheduled for 1/20/2021.
- **Redbirds Return Working groups:** Juliana Nelson, Sean Thornton, Beth Theobald, Judi Khalilallah are all serving the University in the capacity of the Civil Service Council visions. Updates to these committees will be made after each respective committee meets.
- **Educate – Connect – Elevate – Illinois State:** Sean Thornton – Next meeting scheduled for 2-5-2021.

- **Campus Communications Committee:** No Update
- **University Foundation:** Tony Herter – Next meeting 1-22-2021
- **Parking and Transportation Advisory:** Stuart Palmer, Tony Herter – No updates
- **Discounts:** **Brooke Hermanowicz**, Judi Khalilallah - No update
- **Scholarships:** **Juliana Nelson**, Judi Khalilallah – All have been processed and just awaiting some mailing addresses for the Non-ISU scholarships to get those mailed. Recipients are asked to send video thank-yous. Juliana will be sending the checks to non-ISU recipients shortly.
- **Awards (Fall):** **Tom Cotton**, Judi Khalilallah, Narry Kim, Bart Lytel– - Kim has all the plaques for the awards. Thank you to Colette for ordering them. The awards story was included in the Openline that went out Jan. 15 and was posted on the CSC Facebook page too.
- **Raffle (Oct – Dec):** Juliana Nelson, Beth Theobald – The raffle will begin once faculty/staff have returned to campus in July. The sales of the raffle tickets will begin earlier than in the past years and collected through the end of October. The date for the sales to begin will be determined by the raffle committee, once employees have returned to campus.

The prize money we used in the past of \$500 will be divided into three prizes. The prizes will be Visa Gift Cards.

1. 1<sup>st</sup> prize: \$300
2. 2<sup>nd</sup> Prize: \$125
3. 3<sup>rd</sup> Prize: \$75
4. Names will be drawn during one of the Council Meetings, in November 2021 by the Treasurer.

5. The raffle committee will reach out to the winners and distribute them to each winner.

- **Team Excellence (Fall): Sarah Bollman** – A winner has been chosen and Sarah will let us more as they move forward.
- **Spring Drive (March-April): Nancy Kerns, Tom Cotton, Leslie Green**
- **Police Chief Advisory Council – Sarah Bollman** – No Update
- **Summer/Fall Calendaring Committee** – Beth Theobald No Update
  
- **Non-action items (these items will not be discussed unless there is something to be discussed)**
  - a. Marketing/Legislative: Sean Thornton, Juliana Nelson
  - b. Webmaster: Sarah Bollman
  - c. Governing Documents review: Sarah Bollman
  - d. Chili Cook-off: Sarah Bollman
  - e. Homecoming: Jena Self, Bob Blythe (past council member)
  - f. Children’s Holiday Party (Fall – Dec): Party cancelled for this year
  - g. Fall Drive (Nov-Dec): Tom Cotton, Leslie Green, Troy Zeigler (ISU/Toys for Tots liaison) – Waiting to hear back on the total number of gifts and will give an update as soon as possible.
  - h. Spring Drive (March-April): Nancy Kerns, Tom Cotton, Leslie Green
  - i. Elections (March – May): Sarah Bollman, Narry Kim

**Old Business:** None.

**New business:** Theobald mentioned getting our new members the committee lists so we are able to include them in any of the committees they may be interested in volunteering on.

**Announcements:** The second CSC spotlight will be sent out and we will be featuring Dave Bentlin.

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

**Next Meeting**

Tuesday, February 2, 2021

**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:**

**2021 Dates** –Feb. 16, Mar. 2, Mar. 16, April 6, April 20, May 4, May 18, June 1, June 15

**Upcoming CSC Important Dates:**