

**Members Present (box checked):**

- |   |  |   |
|---|--|---|
| <input checked="" type="checkbox"/> Jim Anderson  | <input checked="" type="checkbox"/> Jean Darnall   | <input checked="" type="checkbox"/> Hayley Helpingstine |
| <input checked="" type="checkbox"/> Amy Witzig    | <input checked="" type="checkbox"/> Narry Kim      | <input checked="" type="checkbox"/> Tammie Beck         |
| <input checked="" type="checkbox"/> Chris Roberts | <input checked="" type="checkbox"/> Patti Hoit     | <input 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 type="checkbox"/> Colette Homan  | <input checked="" type="checkbox"/> Rick Marr | <input type="checkbox"/> Andrea Rediger |
| <input type="checkbox"/> Tommy Navickas | <input checked="" type="checkbox"/> Jan Cook  | <input type="checkbox"/> Guest          |

Bob Blythe, Council Chairperson of the 2017-2018 academic year, called the meeting to order at 12:00 p.m., in the Spotlight Room, Bone Student Center.

**Approval of Minutes:** A motion was made for the approval of the 10/03/17 minutes. The motion made by Jean Darnall and second by Haley Helpingstine, all in favor.

**Chair Comments:** Bob Blythe reported:

1. Council of Councils – Blythe attended the October 20 conference at Northern Illinois University, DeKalb, IL. He presented the President’s Metrics of Excellence and attended seminars relevant to Civil Service.
2. Councilmembers and their families represented Civil Service Council in the homecoming parade on October 21.
3. Jean Ann Dargatz will be presenting information from her latest SURSMAC meeting at our next Council meeting, November 21, and reminded all members to attend.
4. Due to the Spotlight Room availability, the December 19 Civil Service Council meeting will be moved to December 12. The Council will meet in the 3<sup>rd</sup> floor East Lounge. Witzig will update the Outlook calendars.
5. It is important to attend the December 12 meeting, as a representative from Educating Illinois will be here and the Council will vote on the Educating Illinois changes.
6. Blythe met with A/P Chair, Ron Gifford and President Dietz. President Dietz is looking for feedback on salaries and would like to thank the Civil Service Council for supporting his efforts.

**Vice Chair Comments:** Jean Darnall reminded Council members that the December 12 meeting would be held in the 3<sup>rd</sup> Floor East Lounge.

- A. **Open Line:** Narry Kim reported that Tommy Navickas would send Kim a proof of the November OpenLine this week with a target release the week of November 13. The January/December OpenLine will be a combined issue with the deadline of materials to be December 21. Email all of your reports to Navickas, copy Andrea Rediger and Kim, on or before December 21.

**Secretary:** Amy Witzig reported:

1. Witzig reminded members of the committee description form to submit for uploading to the shared Civil Service Council drive.
2. Thank you cards were read from scholarship recipients, Peris Story and Alex Plumadore.

3. Witzig reminded Councilmembers of the Esprit de Corp award. Names suggested previously were shared to be voted on at the November 21 Council meeting.
4. Witzig shared information provided by Dr. Preston regarding U Club meetings and inviting Civil Service members.

**Treasurer:** Patti Hoit provided a monthly report of accounts. Witzig motioned to approve the purchase of \$500 gift card for the raffle, Holly Sanford second the motion, all in favor.

**Human Resources-** Colette Homan not present.

**EAC-** Rick Marr explained, the Employee Advisory Committee (EAC), is a group represented by members of public universities all over Illinois that advise the Merit Board. They discuss ongoing issues affecting the Civil Service employees. They meet quarterly. They are currently in discussions with the OEIG regarding an audit finding on A/P job classifications. The EAC is in discussions with SUCCS staff and Chairperson Cole next month and Marr will have more to report.

**Annuitants** – Jan Cook provided a “Hybrid Pension” handout. The handout tells more about how SUAA helps Tier I and Tier II members.

**Special Committee Reports:** (action items)

- A. **Awards:** Narry Kim had previously received approval from the Council for the printing of the awards announcements (616.47). However, the actual amount came in a little higher at is \$161.95 instead.
- B. **Donuts:** Patti Hoit reported the donut sale profited \$170.00.
- C. **Marketing:** Holly Sanford no report.
- D. **Scholarships (July-Aug):** Amy Witzig shared thank you letters earlier in meeting. Hoit asked about advertising on the Civil Service website additional scholarship money that has a one-time availability. Witzig suggested someone from Foundation come talk to Council about how to best use and advertise these funds. Darnall motioned to propose a special meeting to be held to gather scholarship information; Tammie Beck second the motion, all in favor. Hoit will arrange for this meeting.
- E. **Homecoming:** Holly Sanford no report.
- F. **Raffle:** Amy Witzig reported that prizes are coming and website is being updated. Contact Witzig for additional raffle tickets. Keep selling tickets!
- G. **Fall Drive:** Tom Cotton not present for Toys for Tots report. Members shared that boxes are out. Blythe confirmed that flyer could be printed and shared.
- H. **Campus Communication Committee:** Bob Blythe will report when there is a meeting. These meetings come prior to Board Meetings.
- I. **Children’s Holiday Party:** Holly Sanford, Narry Kim
- J. **University Foundation:** Shayla Dennis not present.
- K. **Team Excellence:** Dana Tuttle
- L. **Educating Illinois:** Dean Plumadore reminded everyone that we will be voting on Educating Illinois at our next meeting. Sanford liked continued discussion on diversity and thought this should be an ongoing conversation.
- M. **Parking and Transportation Advisory Committee:** Darnall will attend on Thursday, November 9 and report at next Council meeting.

**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. Legislative: Dean Plumadore
- D. Listserv Manager: Dean Plumadore
- E. Webmaster: Dean Plumadore
- F. Spring Drive: Hayley Helpingstine
- G. Discount Listings: Amy Witzig - no report.
- H. Academic Senate: Patti Hoit
- I. Sick Leave Bank Appeals: Jim Anderson
- J. SURSMAC representative: Jean Ann Dargatz

**Old Business:** None

**New business:** Rick Marr made a motion that Blythe be reimbursed for fuel and hotel for the Council of Councils Conference in DeKalb, Darnall second, all in favor.

**Adjournment:**

The meeting adjourned at 1:07 p.m. with a motion from Stuart Palmer and a second from Chris Roberts.

Respectfully submitted,  
Amy Witzig

**Next Meeting**

Tuesday, November 21, 2017, at noon in the Spotlight room, 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. PLEASE NOTE THE NEXT DEADLINE OF DECEMBER 21!*

**Upcoming CSC Meeting Dates:**

**2017 Dates** –Nov 21, Dec 5, Dec 19, Jan 2, Jan 16, Feb 6, Feb 20, Mar 6, Mar 20, Apr 3, Apr 17, May 1, May 15, Jun 5, Jun 19,

**Upcoming CSC Important Dates:**

- Children’s Holiday Party, December 1, 2017
- CS Scholarship Raffle, December 5, 2017
- Toys for Tots fall/winter drive