

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
Science student

- Rick Marr
- Jan Cook

- Andrea Rediger
- Guest- Tyler Krauskopf, Political

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 made for the approval of the 11/07/17 minutes. The motion made by Dean Plumadore and second by Stuart Palmer, all in favor.

Guest Speaker: Jean Ann Dargatz spoke on the latest SURSMAC meeting. She explained that SURSMAC meets twice a year and their purpose is to get updates on current issues with SURS and to report to campus and report to the SURS board. Jean Ann provided a handout to share.

Chair Comments: Bob Blythe reported:

1. Esprit de Corps – Blythe opened the nominations for the Esprit de Corp award. The Civil Service Council has been collecting names suggested throughout the year. The CS Council unanimously agreed on a name and this name was shared with non-voting member, Colette Homan who will pass on the HR and the President. Tom Cotton made a motion to nominate an award recipient, Jean Darnall second the motion, all members in favor.

Vice Chair Comments: Jean Darnall had no report.

- A. **Open Line:** Narry Kim reminded members that the January/December OpenLine would be a combined issue with the deadline of materials to be December 21. Email all of your reports to Tommy Navickas, copy Andrea Rediger and Kim, on or before December 21.

Secretary: Amy Witzig had no report.

Treasurer: Patti Hoit reported that there has been no activity with the accounts. Hoit will be present at the Children’s Holiday Party to take care of all expenses there.

Human Resources- Colette Homan reported that HR had a meeting with EAC and HR directors regarding the OEIG Audit. Discussion continues. HR is currently working on a draft of the document that will go to the Merit Board. This issue is ongoing and may go into next year.

EAC- Rick Marr was not present.

Annuitants – Jan Cook was not present.

Special Committee Reports: (action items)

- A. **Awards:** Narry Kim reported that the CS Distinguished Service Award nominations are closed as of November 17. On December 5, the award recipient(s) will be announced.
- B. **Marketing:** Holly Sanford
- C. **Scholarships** (July-Aug): Amy Witzig
- D. **Homecoming:** Holly Sanford
- E. **Raffle:** Amy Witzig reported that prizes are coming and website is being updated. Continue selling raffle tickets. Turn in any tickets and money to Witzig. Contact Witzig for additional raffle tickets. Witzig requested a motion for approval of the expense of the \$500 gift card for the raffle prize. Blythe made the motion, Jean Darnall second the motion, all in favor. Reminder to all that the drawing will take place at the December 5 meeting in the Spotlight Room.
- F. **Fall Drive:** Tom Cotton reported boxes for Toys for Tots are out.
- G. **Campus Communication Committee:** Bob Blythe will report when there is a meeting. These meetings come prior to Board meetings.
- H. **Children’s Holiday Party:** Narry Kim reported that there are 670 children signed up to attend so far. Kim is also looking for volunteers to sign up.
- I. **University Foundation:** Shayla Dennis not present.
- J. **Team Excellence:** Dana Tuttle has received email communication from Vicki Shawd, who is coordinating the committee. The committee will meet Friday, December 1.
- K. **Educating Illinois:** Dean Plumadore reported that the Educating Illinois committee has decided on a name, “Educate, Connect, Elevate”. From 25 meetings, a list of 20 items for the task force to consider, working through the list and many communications, the committee is finally ending. A representative will report to the CS Council one final time, December 12, and at that time, the CS Council will vote to approve the new Educating Illinois report.
- L. **Parking and Transportation Advisory Committee:** Darnall and Hoit attended the recent meeting. Current news is that the homecoming parking lot that is currently gravel will be blacktopped.

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

Old Business: None

New business: None

Announcements: A friendly reminder that the December 12 CS Council meeting will be held on the 3rd Floor Lounge. There will be no meeting Tuesday, January 2, 2018.

Adjournment:

The meeting adjourned at 12:49 p.m. with a motion from Darnall and a second from Plumadore.

Respectfully submitted,
Amy Witzig

Next Meeting

Tuesday, December 5, 2017, at noon in the Spotlight room, BSC.

Reminders: The deadline for submitting materials to the *OpenLine* is the 25th day of each month. – *NOTE: Deadline is subject to change. PLEASE NOTE THE NEXT DEADLINE OF DECEMBER 21!*

Upcoming CSC Meeting Dates:

2017 Dates –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, through December 19, 2017