

**Civil Service Council (CSC) Meeting  
February 15, 2005  
APPROVED**

Present: Vicki Bryan, Martha Burk, Pam Burress, Tammy Carlson, Paul Collins, Christa Lawhun, John Moss, Melody Palm, Theresa Sanchez, Jan Jolynn Staley, Marcia Strum, Jack Wylie  
Absent: Julie Caplinger, Steve Lancaster, Tom D. Ryan, Pat Schnitker, Elaine Thoennes, Dave Turner,  
Guests: Jan Cook, Joe Rives

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Martha called the meeting to order at 12:03. 2nd Fl. West Lounge, Bone Student Center

On behalf of the Council, Martha presented a plaque and letter of appreciation to Joe Rives— “Mr. Educating Illinois.” Joe has accepted a position at Western Illinois University.

**Educating Illinois 2003-2010—Guest presenter, Joe Rives**

Joe extended his “Thanks” to those who attended the staff forum for NCA Accreditation.

Goal 1. University of choice: mean ACT fall 2004 record high, well above state and national means. Faculty salary improvements compared to peer groups, benchmarks are being added for A/P

Goal 2. National Leader for Excellence in Education: Freshman/Senior surveys indicating higher satisfaction than peer group for most indicators. Graduation rates/retention rates continue improvement

Goal 3. Exceed cost & quality expectations of Illinois citizens: Increase the percentage of small classes. Provide an educational environment that fosters creativity & growth.

Goal 4. Exceed Value expectations of Illinois citizens: ISU recognized by National Policy Center for First Year experience, Kiplinger’s Top 100 Colleges and Universities, top 20% nationally for students graduating with least amount of debt. Construction on campus: Owen strength & conditioning center in Redbird Arena, Energy Management & Utility infrastructure Improvement plan, Schroeder rehab, Facilities work including fire alarm updates, HVAC updates, Technology/wiring improvements

Goal 5. Diverse community: minority enrollment up, very small retention and graduation decrease. Creating DOS Office, Academic Task Force (athletic reform: students first and athletes second), Reviewing first Year experience. Finalizing accreditation self-study, MASAI mentoring program, American Democracy project (civic engagement)

Goal 6. First choice of employers recruiting students: Student pass rates on licensure and certification exams are higher than national averages in 74% of comparisons. Last 2 alumni surveys 94% employed

Goal 7. Partner fully engaged in outreach: 1 of only 5 in nation that hosts NBRC master teacher certification, Chicago Pipeline project for teacher education, Conference services, Extended university, Gamma Phi Circus, Made goal of Family campaign – ReDefining Normal

Keys to continued success: continue to support goals of Educating Illinois; continue with initiatives; provide facilities for 21<sup>st</sup> century; recruit and retain high achieving students; improve faculty/staff compensation; see Educating Illinois “report cards” <http://www.educatingillinois.ilstu.edu/> Use the “Dashboard” to review performance indicators for 138 actions in the 7 goals

Maintaining smaller classes in spite of budget cuts; some of the change is due to fewer classes over all (classes cut due to budget restrictions). Alumni survey: pool was all students graduating in same year, one year later. Respondents are admittedly more likely to be those with positive attitudes.

**Approval of Minutes**— Minutes for 2/1/05 were approved (Vicki/John)

**On-going**—

- Spring Bus Trip— Information about Chicago Cubs group sales was received February 7, with distribution of ticket orders beginning February 14. Tickets were ordered in conjunction with Bone Student Center for an ISU Night at Wrigley Field in late May. The date will be announced when the order is confirmed. Christa will put busses on hold.

- Distinguished Service Awards—The nomination form is included in the OpenLine this week, and is available at the Council website (see below).
- New Employee Welcome Letters—Martha sent the letter to Cynthia James, who will begin sending it out to new CS employees. Tammy is working on the process of getting new employee names to Cynthia.
- Peer Review of Discipline—Currently, Faculty, AP Staff, and Students all have a peer review of discipline process. Martha talked to Al Bowman about implementing a process for Civil Service Staff. He's checking into the issue.
- Annuitant Representative, Jan Cook: Annuitants are heading up a listserv to compare notes about dialup access in the community. This effort is to share information about available services in light of the University reducing/discontinuing dial up services.
- OpenLine—The February issue is in print and should be out this week. An Ad is included for a proofreader. Pam knows of someone who's expressed interest in the position.
- Human Resources—HR is about ready to put out a benefit and retirement newsletter for all faculty and staff. An article is included about changes they're aware of in benefits choice. The newsletter should be out later this week or early next week.

### **Other**

CS/AP Award Ceremony: April 20.

Espirit de Corps Award information was distributed. Members are encouraged to consider staff to nominate at the next meeting. We need to locate letters for Raffle donors. The CSC Website should be included on raffle tickets and letters.

Pension news—The Governor's pension committee has made recommendations. Many had to do with new employees. Martha and Marcia both are on the SUAA listserv. This listserv is available to anyone interested in the information. <http://lists.eiu.edu/mailman/listinfo/suaatalk> It was suggested that the next OpenLine include an article, and that we add a link on our webpage.

Theresa asked about the status of the petition to rename a building in honor of Bob Monninger. The petition is still under review by the University committee.

### **Reminders:**

Deadline for next 2 OpenLines –Mar 1, Apr. 5

NCA Accreditation Site Visit - Feb. 14-16

Founder's Day - Feb. 17, ceremony at 1:00

Board of Trustee's Mtg. - Feb. 18 Helen Mamarchev & Brent Paterson are talking about the campus emergency response team

CSC Food Drive - Mar. 7-25

Monical's Night - April 11

CS/AP Awards ceremony – April 20, 1:00 Ballroom

### **Web Sites**

State Universities Civil Service System: <http://www.sucss.state.il.us>

SUCSS Classification Status Notices: <http://www.sucss.state.il.us/cpm.asp>

Annuitants: <http://www.annuitants.ilstu.edu>

Civil Service Council: <http://www.cscouncil.ilstu.edu>

A/P Council: <http://www.apcouncil.ilstu.edu>

Academic Senate: <http://www.academicssenate.ilstu.edu>

Human Resources: <http://www.hr.ilstu.edu>

### **Adjournment**

The meeting was adjourned at 12:58 p.m. (Christa/John)

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The next regular Civil Service Council meeting will be held Tuesday, March 1, at Noon in the Bone Student Center Spotlight Room