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**Illinois State University Civil Service Council (CSC) Meeting July 20, 2010**

*Approved Minutes- Motion by J. Taylor and second by M. Peel*

**Present:** Barb Arbogast, Bob Blick, Valerie Bridson, Tom Cotton, Sarita Cox, Jean Darnall, Dara Gibson, Maureen Peel, Carol Pfoff, Andrea Rediger, Jan Jolynn Staley, Christa Lawhun, Theresa Sanchez, Jason Taylor

**Ex-Officio:** Dave Turner

**Absent**: Paul Collins

**Guest:** Jan Cook

The meeting was called to order by Chair Sanchez at 12:01 pm.

A motion was made by A. Rediger and seconded by B. Blick to accept the minutes of the July 6, 2010 meeting as presented. The motion was unanimously approved.

Chair Sanchez noted that she had omitted some items from the agenda. In the future EAC; Annuitants; and Human Resources will be included.

Chair Sanchez then told the board that she had recently learned that she will serve as the chair of the Campus Communications Committee during the current fiscal year. This chair position is a rolling appointment and this is the year for the Civil Service Council Chair to serve in that capacity.

Committees were set for the coming year (see attached listing)

The Parking and Transportation Committee appointment along with the Team Excellence Committee appointment was tabled until additional information can be obtained on the need for representation.

The OpenLine Editor Position and the Web Master will be discussed at the August 3, 2010 meeting of the Council.

D. Turner addressed the board regarding the Legislative/Marketing committee. He stated that he feels this is a very important job for the committee. It allows them to keep their colleagues up to date on the happenings in the legislature that could impact them. Sanchez requested that he serve as a “mentor” for people willing to act in this capacity to help them find the information that is needed for such a job.

Turner then introduced himself as the Employee Advisory Committee (EAC) representative noting that he had served in this capacity since 1999, He welcomed the new members and thanked them for being willing to serve on the Council.

T. Sanchez noted that Illinois State University will be involved in an audit in September. She has been notified she will be interviewed as chair of the Civil Service Council.

T. Sanchez asked that the Executive Committee meet briefly to discuss name badges and portfolios for Council members.

Rediger informed the council that the deadline for the August OpenLine is Wednesday, August 4.

The meeting was adjourned at 12:59 p.m. following a motion by J. Darnall and a second by B. Arbogast.

Respectfully submitted,

Carol Pfoff, Secretary

**Reminders: Deadlines for next OpenLine –** August 4; September 8; October 6; November 3; December 8

**Upcoming CSC Meeting Dates –**August 3, August 17, September 7, September 21, October 5, October 19, November 2, November 16, December 7, December 21, January 4, January 18, February 1, February 15, March 1, March 15, April 5, April 19, May 3, May 17, June 7, June 21

**Upcoming CSC Event Dates –**

* Friday, September 10 – Annual Picnic
* Saturday, November 20 – Annual Shopping Trip
* Sunday, December 5 – Annual Holiday Party

**Websites of Interest:**

* Civil Service Council: http://www.cscouncil.ilstu.edu
* State Universities Civil Service System: http://www.succs.state.il.us
* SUCSS Classification Status Notices: http://www.sucss.state.il.us.cpm.asp
* ISU Annuitants Association: http://www.annuitants.ilstu.edu
* State Universities Annuitants Association: http://suaa.org
* Human Resources: http://www.hr.ilstu.edu
* A/P Council: http://www.apcouncil.ilstu.edu
* Academic Senate: <http://www.academicsenate.ilstu.edu>

**The next regular Civil Service Council Meeting will be August 3, 2010 in the Spotlight Room at Bone Student Center.**

**Unanimously approved 8/3/10 motion by J. Taylor, second by M. Peel.**

***Civil Service Council Committees 2010-2011***

**Internal Committees**

Executive Committee (Officers)

 Chair—Theresa Sanchez Vice-Chair—Jean Darnall

 Secretary—Carol Pfoff Treasurer—Sarita Cox

Activities:

 Picnic: (Sept 10) – J. Darnall-chair; V. Bridson; T. Cotton; B. Blick

 Homecoming: (Oct) – V. Bridson-chair; M. Peel; S. Cox

 Shopping trip: (Nov) – C. Pfoff-chair; J. Taylor

 Children’s Holiday Party: (Dec 4)-B. Arbogast-chair; V. Bridson; D. Gibson; J. Staley; S. Cox

 Brotherhood Tree: (Nov/Dec) – T. Cotton-chair; C. Lawhun; M. Peel; B. Blick

Food Drive: (Spring) - T. Cotton-chair; A. Rediger; B. Blick; D. Gibson

Raffle: (Fall) – T. Sanchez-chair; A. Rediger; J. Taylor

 Cubs trip: (May) – J. Darnall-chair; C. Pfoff

Academic Senate representative—T. Sanchez

Constituent Groups Committee (temporary committee to review the five constituent groups): A. Rediger; T. Sanchez

Distinguished Service Awards Committee: (Nov/Dec) T. Sanchez; Dana Jones (ISU Foundation); J. Staley; S. Cox; J. Darnall; B. Arbogast, and one CS non-council member

Elections: (Mar-May) (3) – A. Rediger-chair; J. Staley; S. Cox; M. Peel; J. Taylor

Legislative/Marketing: B. Arbogast; C. Lawhun; B. Blick

Scholarships: T. Sanchez, J. Staley; S. Cox; J. Taylor; D. Gibson; B. Arbogast; one CS non-council member; Dana Jones, ISU Foundation

Bylaws Review: S. Cox-chair; J. Taylor; J. Staley; J. Darnall; B. Arbogast

**External Committees**

Campus Web Planning & Advisory Committee: Pam Burress

Foundation Board: Kevin Wiand

Parking & Transportation Advisory Committee: C. Lawhun, S. Cox; non CSC-Dave Bentlin

Sick Leave Bank Appeals: J. Darnall

Team Excellence Committee: (1)

Campus Communications Committee: T. Sanchez, Kevin Wiand (ex-officio)

Employee Advisory Committee: Dave Turner - elected position

Human Resources Representative: Diane Ruch, Andee Radliff

Interim OpenLine Editor: A. Rediger

OL Layout/Design: Narry Kim

OL Proof Readers: (Patti Munster, Ramona Garner)

Listserv Managers: C. Lawhun, T. Sanchez, M. Palm (temporary)

Web Master: