

Members Present (box checked):

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|---|--|--|
| <input type="checkbox"/> Jim Anderson | <input checked="" type="checkbox"/> Brooke Hermanowicz | <input checked="" type="checkbox"/> Dean Plumadore |
| <input type="checkbox"/> Tammie Beck | <input checked="" type="checkbox"/> Tony Herter | <input checked="" type="checkbox"/> Chris Roberts |
| <input checked="" type="checkbox"/> Bob Blythe | <input checked="" type="checkbox"/> Judi Khalilallah | <input type="checkbox"/> Holly Sanford |
| <input checked="" type="checkbox"/> Tom Cotton | <input checked="" type="checkbox"/> Narry Kim | <input type="checkbox"/> Dana Tuttle |
| <input checked="" type="checkbox"/> Hayley Helpingstine | <input checked="" type="checkbox"/> Stuart Palmer | <input checked="" type="checkbox"/> Amy Witzig |

Visitors & Ex-Officio Members Present (box checked):

- | | |
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| <input checked="" type="checkbox"/> Jan Cook | <input checked="" type="checkbox"/> Colette Homan |
| <input checked="" type="checkbox"/> Rachel Hatch | <input type="checkbox"/> Rick Marr |

Bob Blythe, Council Chairperson of the 2018-2019 academic year, called the meeting to order at 12:01 p.m., in the Spotlight Room, Bone Student Center.

Approval of Minutes:

- 3/19/19 motion made to approve minutes as corrected and 4/2/19 motion made to approve minutes both by Stuart Palmer and 2nd by Dean Plumadore, all in favor.

Chair Comments: Bob Blythe

- Master Plan Update – Representatives of the Master Plan Update Steering Team attended the council meeting to discuss and gather feedback on the *Master Plan Update 2010-2030* draft. Chuck Scott, the Steering Team chair and interim associate vice president for Facilities Management, Planning, and Operations facilitated the discussion. Cheryl Fogler, assistant director of planning with Planning, Research, and Policy Analysis, and Jill Jones, chief operations officer with Advancement and Foundation Operations, were present to take notes. Sonny Garcia, a building service foreman who is taking part in the Facilities Leadership Program, is currently shadowing Scott as part of the program and attended the council meeting to observe the discussion.

Scott said the committee was meeting with various constituent groups on campus to see what they thought on how accurately the *Master Plan Update 2010-2030* reflects Illinois State University’s priorities over the next five to ten years. He also urged council members and our constituents to complete the survey on the Master plan that is available on their website and was also promoted in the ISU Report and in an email relay with a link to the survey. Once all feedback is gathered, the committee will collate and analyze the data for their report. A draft will be delivered to the President’s Cabinet in June and a final report will be presented to the ISU Board of Trustees in July.

Vice Chair Comments: Amy Witzig

- OpenLine: Rachel Hatch, Editor/Narry Kim, Proofing – Hatch said the items planned for the May newsletter will include a story on the CS elections; re-running the articles on the Applications for Scholarships, Sick Leave Bank, and Benefit Choice; and also include the Tip of the Hat and Years of Service.

Secretary: Narry Kim – No report.

Treasurer: Hayley Helpingstine – No report.

Human Resources: Colette Homan – Homan said the next Merit Board meeting is taking place tomorrow, April 17 at the State Universities Civil Service System (SUCSS) office in Urbana.

Blythe said Rick Marr will be attending the Employee Advisory Committee (EAC) meeting also at the SUCSS office on April 17 and April 18.

EAC: Rick Marr – Not present.

Annuitants: Jan Cook – No report.

Special Committee Reports:

- A. Academic Senate:** Chris Roberts – Roberts provided the following report from the recent Academic Senate meeting that took place on April 10: The Planning and Finance Committee met for the last time this year and worked on two priority briefs with 1) Increase the value of scholarships given to ISU students and this brief is listed as an action item, and 2) Enable more students to get into their desired majors and this brief is still under further study.

During the senate meeting: The SGA elections were noted; the use of diversity language in the Council for Teacher Education (CTE) By-Laws were reviewed; and the amorous relationship policy and the consensual relationship policy were also discussed.

- B. Educate – Connect – Elevate – Illinois State:** Dean Plumadore – No report.
- C. Campus Communications Committee:** Bob Blythe, Amy Witzig – No report.
- D. Elections (March – April):** Jim Anderson, Dean Plumadore, Narry Kim – Kim reported that postcards encouraging everyone to vote in the Civil Service Council elections was sent to all civil service employees on campus yesterday, April 15. The voting period takes place from April 22 to May 3. Email relays reminding everyone to vote will go out April 22 and May 1.

Kim has received candidate statements from all nominated candidates except for one and she is expecting to receive it today. Once she has all the statements, she will send to Plumadore to post on the election website and also send it to Web Support, with the list of all civil service employees so the voting form can be formatted and ready to go live on April 22.

After Kim contacted all the nominees to confirm their nomination and request their candidate statements, two declined, but one candidate was added so we now have the following number of nominations for each group: Groups 1 and 4 each have one candidate; Groups 2 and 3 each have two candidates; and Group 5 has six candidates.

- E. University Foundation:** Tony Herter – Herter received an update from the ISU Foundation regarding the Redbirds Rising campaign. So far the campaign has raised \$141.3 million, which is 94% of the \$150 million goal.
- F. Parking and Transportation Advisory:** Stuart Palmer, Tony Herter – No report.
- G. SURSMAC:** Jean Ann Dargatz – Not present.
- H. Governing Documents:** Reviewing Council documents to maintain accuracy and relevance – Discussion over suggested revisions will be tabled to the May 7 council meeting due to time constraints.
- I. Discounts:** Amy Witzig – No updates.

Non-action items (these items will not be discussed unless there is something to be discussed)

- a. Legislative: Dean Plumadore
- b. Marketing: Holly Sanford
- c. Listserv Manager: Dean Plumadore
- d. Webmaster: Dean Plumadore
- e. Raffle: (Oct – Dec)
- f. Homecoming (Fall):
- g. Scholarships (July-Aug):
- h. Awards (Fall)
- i. Children’s Holiday Party: (Fall – Dec)
- j. Fall Drive: (Nov – Dec)
- k. Team Excellence: (Fall)
- l. Donut Fundraiser: Working with AP Council to sell Krispy Kreme Donuts as a fundraiser for Civil Service Scholarships (Potentially Spring)
- m. Spring Drive: (March – April)

Old Business: Blythe appointed Bill Hamann of Student Affairs IT to finish the rest of Plumadore’s term on the council representing Group 5 because Plumadore will be retiring from ISU at the end of next month. Hamann ran for council last year, but Roberts had won the seat. Plumadore had reached out to Hamann as last year’s runner up and Hamann agreed to complete Plumadore’s term.

New business: Blythe said a council member will be needed to replace Plumadore as the Civil Service Council representative on the Educate – Connect – Elevate: Illinois State strategic planning committee. He asked that if any council member was interested in filling the position, to please let him know. Hatch also works with the committee and said she could inform the council of what is going on with the strategic plan until another council member serves as representative.

Announcements: None

Adjournment: The meeting adjourned at 12:53 p.m. with a motion from Palmer and a second from Plumadore.

Respectfully submitted,
Narry Kim

Next Meeting

Tuesday, May 7, 2019, at noon in the Spotlight Room, Bone Student Center

Reminders: The deadline for submitting materials to the *OpenLine* is the 25th day of each month. – *NOTE: Deadline is subject to change.*

Upcoming CSC Meeting Dates:

2019 Dates – May 21, June 4, June 18

Upcoming CSC Important Dates:

Civil Service Council elections, April 22-May 3, 2019