

Civil Service Council Agenda

October 24, 2023

Link for meeting via [Zoom](#)

Members Present:

[Sarah Ryburn](#)

[Quanisha Kumi- Darfour](#)

[Beth Porter](#)

[Justin Lawson](#)

[Lawrence Lair](#)

[Matt Wing](#)

[Monica Elkin](#)

[Jessica Barringer](#)

[Evelyn Whitfield](#)

[Judi Khalilallah](#)

Ex Officio Members present:

[Colette Homan](#)

[Christa Lawhun](#)

[Sam Lowry](#)

Members Absent:

- I. **Call to Order 12:02pm**
- II. **Guests 12-12:30 pm from Strategic Planning Steering Committee**
 - a. **Strategic Draft Discussion 10/24/23**
- III. **Approval of Agenda: Motion, Matt Wing, Evelyn Whitfield**
- IV. **Approval of Minutes:** October 12, 2023 Motion: Justin Lawson, Monica Elkin
- V. **Officer Reports:**
 - a. Chair (Quanisha Kumi-Darfour)
 - i. **Faculty Union – please share information**
 - ii. **Dan Stephens retiring**
 - iii. **Janis Bonneville to join next meeting**
 - b. Vice-Chair (Lawrence Lair)
 - i. **Went to AP/CS Council reception at university residence**
 - c. Secretary (Sarah Ryburn)
 - d. Treasurer (Beth Porter)
 - i. **Report**

Account Name	Beginning Balance	Debit	Credit	Balance
General Revenue Civil Service Council				
Operating Costs	\$ 7,272.00	\$ -	\$ 224.59	\$ 7,047.41

Agency CSC Non-ISU Scholarship Fund self-funded by CS fundraising	\$ 6,176.00	\$0.00	\$ 1,000.00	\$ 5,176.00
Foundation CSC ISU Scholarship Fund funded by ?Unsure	\$ 2,835.00	\$ 35.00	\$ -	\$ 2,870.00
Foundation CSC ISU Carl Johanson Scholarship Fund Endowed Scholarship	\$ 3,177.60	\$ 350.23		\$ 3,527.83
Foundation CSC ISU Civil Service Awards Fund funds provided by ?	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00
Foundation CSC ISU Civil Service Scholarships Fund funds provided by ?	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00

VI. Reports

a. Ad Hoc Committees

- i. Civil Service Awards: Matt Wing—Nominations for CS Distinguished Award is live. Deadline is Nov. 10. Other staff awards recognized at The Founding are open and publicized. Mass email should be send NLT 10/30. Please encourage people to nominate!
- ii. Grab a Hot Cocoa and Say Hello | Fall Staff Appreciation: Beth Porter
 1. I replied to the A/P Council from our CSC meeting on 9/26 that we would prefer to focus on the two Merger Meetings and then do a Spring Social with Lemonade before Council elections. The A/P Council replied that they would prefer to do a purely social **Say Hello with Hot Cocoa** Event in late November/early December.
 - a. Thoughts on a November or December Event? Do we try and do both a Hot Cocoa and Spring Lemonade? Is it too much with Merger Events? Do we use the Hot Cocoa Event to also talk about the Merger?
 - b. The Merger Events:
 - i. Nov. 2 (evening) and Nov. 8 (lunch/afternoon)

iii. Toys for Tots

1. This year's Toys for [Tots PowerPoint flyer](#) has been updated for this year. Please pass this around to your departments and others to help get this information out.
2. Beth will create some social media graphics, and Matt Wing will get an article out about the Toys for Tots Drive sponsored by the Civil Service Council that is being done by Troy Ziegler and his group. Here is this year's branding guide for TFT: [TFT-Branding-Guide-2023.pdf](#)
3. Beth provided a photo and dialog for a social media post to go out after Nov. 1 on the CSC Facebook page to Lawrence.

b. Civil Service Committee Representatives

- i. Academic Senate (Quanisha Kumi-Darfour)

- ii. AP/CS Staff Council Merger (Beth Porter)
 - 1. An article is being drafted to announce the AP/CS Staff Council Merger Round Table Discussion to go out soon.
 - 2. Dates for the Merger Round Table Discussions:
 - a. Session #1 – Thursday, November 2, from 5-6:30 p.m., Honors Program Building 113/114
 - b. Session #2 – Wednesday, November 8, from 12:30-2 p.m., Stevenson 401A
 - 3. Once the information is finalized and the article is published, I will share it with Lawrence for a Facebook posting, and maybe we could post each of the sessions as events.
 - 4. Who will be able to attend these sessions?
 - a. Beth - both
 - b. Quanisha
 - c. ?
- iii. Campus Communications Committee (Quanisha Kumi-Darfour & Justin Lawson)
 - 1. Campus Communications Committee letter crafted and read at Board of Trustees meeting.
- iv. University Foundation (Evelyn Whitfield)

c. Human Resources (Colette Homan)

Joint HRDAC/EAC/SUCSS meeting #3 met on 10/18/23 at NIU. We have been meeting with the SUCSS Executive Director (and staff) to address specific areas of SUCSS rules and procedures that inhibit our ability to attract, acquire, and retain talented staff with unique skills, education, diversity, and experience. We have prioritized our proposed changes that would have the greatest impact and benefit to our universities. We had continued discussion on the topics below and while we are working on all, we are going to focus currently on the residency requirement. Each University has also provided a list of their top classifications they would like SUCSS review for revision either with the class specification (including minimum qualifications) and/or the exam (credentials assessment) or both. We will be providing this list directly to SUCSS for their review. We do not have another combined meeting scheduled at this time.

- i. Residency Requirement
- ii. Rule of Three
- iii. Extra Help Extensions
- iv. Grant Funded Appointments

d. Standing Committees

- i. Discounts (Judi Khalilallah & Lawrence Lair)
 - 1. Judi has created a ticket with IT about how to filter spam/vet for legitimacy



ISU Police Advisory
Council Agenda.docx

- 2.
- ii. OpenLine (Lawrence Lair)
 - 1. 10/25 noon deadline for things to be included in the newsletter
- iii. Webmaster (Lawrence Lair)

VII. Old Business

VIII. New Business

IX. Pulse of our Constituents & What's Happening on Campus

X. Adjournment motion: 1:00 Justin Lawson, Sam Lowry