

Civil Service Council Agenda

December 5, 2024

Link for meeting via [Zoom](#)

Members Present:

[Quanisha Kumi- Darfour](#)

[Beth Porter](#)

[Sarah Ryburn](#)

[Lawrence Lair](#)

Justin Lawson

Matt Wing

Judi Khalilallah

Jessica Barringer

Monica Elkin

Ex Officio Members:

Christa Lawhun

Colette Homan

Samantha Lowry

Members absent:

Evelyn Whitfield

- I. **Call to Order:** 12:03 p.m.

- II. **Approval of Agenda:** Motion Justin Lawson, Samantha Lowry second

- III. **Approval of Minutes from November 7, 2023:** Justin Lawson Moved to approve, Second Beth Porter

- IV. **Officer Reports:**
 - a. Chair (Quanisha Kumi-Darfour)- Meetings will go back to the second and fourth Tuesdays.
 - b. Vice-Chair (Lawrence Lair)
 - i. Sent out the announcement to CS list for feedback of the merger
 - ii. Met with Quanisha regarding role expectation
 - c. Secretary (Sarah Ryburn) - no report
 - d. Treasurer (Beth Porter)
 - i. Balances of CS Council Accounts as of 10/31/2023
 - ii. Cost of Say Hello with Cocoa Event: \$431.52 (E15033 contract)

Account Name	Beginning Balance	Debit	Credit	Balance
General Revenue Civil Service Council	\$			
Operating Costs	7,272.00	\$ -	\$ 119.08	\$ 7,152.92
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	\$ 50.00	\$ -	\$ 2,885.00

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

V. Reports

a. Ad Hoc Committees

- i. Civil Service Awards: Matt Wing. *Update:* Winners were selected for this year. Thanks to Beth and Justin (and former CSC member Julianna Nelson) for serving on the committee. A tough decision, as it has been the past two years, and I suspect is every year. Each of the past two years, it's been noted that our criteria and process is less than ideal. I plan to call the awards group together again in the new year to discuss changes to the process to make it fairer, more equitable, etc.
- ii. Grab a Hot Cocoa and Say Hello | Fall Staff Appreciation: Beth Porter
 1. 50 – 60 people turned out. President Tarihule attended. In the future, this event must be decided on in August and then advertised in September - November.
- iii. Scholarship Raffle (Oct-Dec): Need Volunteer
- iv. Scholarships: (June – Aug): Beth and Judi
 1. We have received two applications. The deadline is December 31; please help spread the word.
 2. Let me know by dropping your name here if you can help with the selection committee that will meet mid to late January:
 - a. Judi
 - b. Juliana Nelson
 - c. Justin
 - d. Evelyn
- v. Toys for Tots
 1. Beth Porter contacted Troy Zeigler, facility's staff member at the Steam and Power Plant, to see how the TFT collections are going. Troy said all is going well for this time of year. He and his volunteers have picked up several boxes around campus that have been filled up. He is heading to the Alumni Services today to pick up more full boxes. He expressed his thanks for getting the word out about the collection boxes.

b. Civil Service Committee Representatives

- i. Academic Senate (Quanisha Kumi-Darfour)
 1. The Academic Senate continues to consider revisions to the definition of plagiarism found in the Code of Student Conduct. These proposed revisions include references to content created by "generative Artificial Intelligence."
 2. The Academic Senate voted to delete policy 3.2.12 Ombudsperson contingent on the hiring of a University Ombudsperson employee. This person will receive complaints,

concerns, and inquiries regarding issues from faculty, staff, and students. It is worth noting that the current Ombudsperson Council only addresses faculty and staff issues.

3. The Academic Senate is considering a recommendation from the Honors Council to disband this external committee of the Senate. Although the University has had this Council for sixty years, its functions are now completed by other committees and groups across the University.
- ii. AP/CS Staff Council Merger (Beth Porter)
 1. The AP/CS Staff Merger committee wants to hear more feedback from all staff. Please take a moment to give your anonymous thoughts about the AP/CS Staff Council Merger: https://illinoisstate.az1.qualtrics.com/jfe/form/SV_2rYvIro32H2aK0K.
 - a. Please also share this far and wide in the next 24 hours.
 2. We had no one show up to the evening Merger Committee Roundtable in Oct, and only 20+ show up to the daytime Merger Committee Roundtable. Most were council members. We hope the promotion of the online survey will give us some more responses to get a more quantitative review of the support for the merger.
 3. Overall, from the few responses we have had there is support for the merger, with hesitation if it means we lose representation in the Senate and other committees. The Merger Committee also agrees that the merger should not diminish our voice and representation on campus.
 - iii. Campus Communications Committee (Quanisha Kumi-Darfour & Justin Lawson)
 1. Change to representation 3-3-3.
 - iv. Employee Advisory Committee/EAC (Christa Lawhun)-EAC chair addressed the merit board on our recommendations regarding the out of state requirements to test for employment. They are as follows: We recommend and would support the adoption of rules that would require,
 1. A qualified applicant to establish residency within 180 calendar days of any employment offer or final appointment and maintain residency throughout their appointment.
 2. That the residency requirement be waived if the applicant lives within a specified distance of miles, to be determined, from the agency in which the applicant is applying.
 3. The residency requirement may be waived for a small percentage of 1% or less, for a non-resident fully remote employee and require approval by the State Universities Civil Service System.
 4. That Illinois preference points, similar to veterans' preference points, be granted for qualified applicants who are current Illinois residents. The administration of these points should be outlined for the covered agencies by the State Universities Civil Service System.
 - v. ISU Annuitants Association Committee (Samantha Lowry)
 1. SURS (State Universities Retirement System) offering to speak to campus for Embrace Retirement Seminar
 2. Conversion on number of newsletters per year – how to best integrate with event invitations
 3. SURS luncheon tomorrow – rsvp was required.
 - vi. ISU Police Chief Advisory Council (Judi Khalilallah)

Police Advisory Council Meeting November 17, 2023:

1—ISU Police Department is 100% staffed

2—November 13, 2023, ISUPD had a roundtable discussion/dialogue on looking at different solutions and options on providing safety and justice, and a deliberate dialogue on how to reduce violence in our communities

3—Police Advisory Council met in assimilation room which helps with bringing our mindset on how real situations are dealt with, i.e., having to protect self when a weapon is involved

4— “Stop the Bleed” kit was introduced--is in every AED glass case campus wide

5— “Stop the Bleed” training is available (information is available on ISUPD website)

6—Next meeting in Dec

vii. Parking and Transportation Advisory Committee (Matt Wing) - no report

viii. University Foundation (Evelyn Whitfield) - no report

c. Human Resources (Colette Homan)

i. Training continues the Paid Leave for All Workers Act. (Effective 1/1/2024) We have had good attendance and good questions at the sessions held so far. We expect the policy to be approved by the Senate on Wednesday. (Students and GAs are not eligible)

d. Standing Committees

i. Discounts (Judi Khalilallah & Lawrence Lair)

ii. Governing Documents Review (Beth Porter, Matt Wing & Quanisha Kumi-Darfour)

1. No Report

iii. OpenLine (Lawrence Lair)

1. Openline November has been sent out.

2. Openline December Spotlight has been acquired and is in process

iv. Webmaster (Lawrence Lair) – updated discount page

VI. Old Business

VII. New Business

VIII. Pulse of our Constituents & What’s Happening on Campus

a. New paid leave hours – some concern that students and GAs are not eligible while extra help is eligible.

i. Lawrence heard anecdotally from faculty that the new time off classification does not feel like it makes a difference because the same work is expected to be done in the same timeline.

ii. Anecdotally, student workers and GAs weel it is unfair they are not included.

b. The presidential search committee is actively involved in the process – they are looking for candidates and suggestions. Please reach out to the committee.

i. Interim President Tarhule is a finalist of an Indiana University – it was asked if anyone knew if Interim President was a candidate at ISU? It was unknown.

IX. Adjournment : 12:35 p.m. Motion: Justin Lawson , second Matt Wing