

ISU Civil Service Council Minutes

February 27, 2024

Link for meeting via [Zoom](#)

Members present :

[Sarah Ryburn](#)

[Quanisha Kumi- Darfour](#)

[Beth Porter](#)

[Evelyn Whitfield](#)

[Judy Khalilallah](#)

[Jessica Barringer](#)

[Monica Elkin](#)

Members Absent:

[Justin Lawson](#)

[Lawrence Lair](#)

[Matt Wing](#)

Ex officios present:

[Christa Lawhun](#)

[Sam Lowry](#)

- I. **Call to Order: 12:07 pm**
- II. **Approval of Agenda: Monica Moved to approve, Beth has seconded.**
- III. **Approval of Minutes from February 13, 2024:** Monica moved to approve; Evelyn has Seconded.
- IV. **Officer Reports:**
 - a. Chair (Quanisha Kumi-Darfour)
 - i. Will chair election committee, seeking assistance from council. (Christa Lawhun, Sarah Ryburn, and Evelyn Whitfield can assist.)
 - ii. AP/CS merger – building website for communication and feedback purposes. Tentatively merging by fall 2025
 - b. Vice-Chair (Lawrence Lair) working on getting discounts with Verizon
 - c. Secretary (Sarah Ryburn)- No report
 - d. Treasurer (Beth Porter) – No report
- V. **Reports**
 - a. Ad Hoc Committees
 - i. Civil Service Awards: Matt Wing | No report
 - ii. Scholarships: (June – Aug): Beth Porter and Judi Khalilallah
 1. Congratulations to our CS ISU Scholarship winners, Samantha (Dean) Fries-Romack, the daughter of ISU employee Denise Fries-Romack, and Delanie Wissmiller, the daughter of ISU employee Christie Wissmiller. The students will each receive \$1000.00 for the 23-24 school year applied to their ISU accounts.
 2. Congratulations to the CS Non-ISU Scholarship winners Sydney Sennet, the daughter of ISU employee Jamie Sennet, and Isabella Nourie, the daughter of ISU employee Crystal Nourie. The students will each receive \$500.00 for the 23-24 school year.

3. The Carl Johanson Scholarship announcements will come out shortly.
 4. Thank you to the committee members: Lawson, Justin, Whitfield, Evelyn, Khalilallah, Judi, and Julian Nelson.
 5. We need to set a date to celebrate this.
- iii. Spring Drive: Beth Porter, Matt Wing, Christa Lawhun
 1. The Spring Food Drive to support School Street Food Pantry on April 13 is happening. Save the date to volunteer from 8 am to Noon. A/P Council will support with marketing, but do not think they have many of that council body that can attend on 4/13. The SSFP suggests we work with other colleges on campus to do a larger week-long gathering of food the week prior. More details to come.
 - iv. Toys for Tots: Beth Porter & Colette Homan – no report
- b. Civil Service Committee Representatives
 - i. Academic Senate (Quanisha Kumi-Darfour)
 1. The new mission statement was approved by Academic Senate and the new strategic plan was endorsed by Academic Senate, Student Government Association, Civil Service Council as well as Academic Professionals Council.
 - ii. AP/CS Staff Council Merger (Beth Porter) (Quanisha Kumi-Darfour and A/P Council: Amy Secretan, Derek O’Connell, and Marissa Ramirez.)
 1. A staff website is in the works to place all the Merger information and will make it easy for all staff to know where the Merger committee is in this process. The information will also be linked to the A/P and Civil Service Council website.
 2. A timeline has been constructed for the Merger committee to work from:
To ensure adequate time and consultation with ISU staff, the CS and AP councils will spend much of this calendar year engaging in an outreach campaign to provide information about the work done so far and to solicit feedback. Most months from now through November, we will provide an in-depth discussion of some aspect of the merger or respond to the feedback and questions we receive. We want to ensure your voices are recognized and heard, so we plan to devote two months to addressing questions you send to the Councils. This will conclude in November with an advisory survey of all staff, where you can make your views known, and we can take that into account in making final decisions about the merger.

The planned topics are as follows for 2024:

- March – Introduction and timeline of the plans for this series
- April – History of work on the merger, reasons for proposing the Staff Council merger
- May – Structure of merged council, part I: Staff Council structure, membership, and executive board
- June – Response to feedback received from March through May
- July – Break
- August – Structure of merged council, part II: Subcommittees on the Staff Council
- September – External representation and position in ISU shared governance
- October – Response to feedback received from June through September
- November – Summary, conclusion, call for staff-wide advisory survey

- December – Results of the staff-wide advisory survey, plans moving forward

Your feedback is vital to this process and central to maintaining ISU's practice of shared governance. Not every question can be answered at this stage, and not every decision can be made immediately—some things would have to be determined by the Staff Council. However, members of the CS and AP Councils will do our best to answer every question we can.

- iii. Campus Communications Committee (Quanisha Kumi-Darfour & Justin Lawson)
- iv. Employee Advisory Committee/EAC (Christa Lawhun)- The Employee Advisory Committee reconvened on February 23, 2024, to finalize our position statement on the Separate Place of Employment request from the University of Illinois System office. After much discussion, we tabled the discussion to be readdressed at another special meeting called for tomorrow, February 28, 2024, when we will finalize our statement.
- v. ISU Annuitants Association Committee (Samantha Lowry) - next meeting March 13
- vi. ISU Police Chief Advisory Council (Judi Khalilallah) Next Meeting in March
- vii. Parking and Transportation Advisory Committee (Matt Wing) | No report
- viii. University Foundation (Evelyn Whitfield)
 - 1. We heard from Brad Franke, from Springfield, legislative affairs.
 - 2. Tom Keyser- College of Engineering
- c. Human Resources (Colette Homan) – no report
- d. Standing Committees
 - i. Discounts (Judi Khalilallah & Lawrence Lair)
 - ii. Governing Documents Review (Beth Porter, Matt Wing & Quanisha Kumi-Darfour) – no report
 - iii. OpenLine (Lawrence Lair)
 - iv. Webmaster (Lawrence Lair) – updated discount page

VI. Old Business – none

VII. New Business- none

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

IX. Adjournment: Beth moved , Monica seconded. Adjourned at 12:33pm