

**Illinois State University**  
**Civil Service Council**  
**February 6, 2007**  
*Unapproved Minutes*

Present: Martha Burk, Jac Copes, Linda Klawitter, John Moss, Melody Palm, Pat Schnitker, Nancy Spangler, Jan Jolynn Staley, Ron Thompson  
Absent: Barb Arbogast, Vicki Bryan, Pam Burress, Julie Caplinger, Sarita Cox, Andy Monniger, Dave Turner, Kevin Wiand, Jack Wylie

The meeting was called to order at 12:05. Weather and travel issues resulted in having no quorum until late in the meeting. Information was shared. No votes were taken.

On-going:

- Elections—As the Council prepares for elections, all members need to be considering ways to recruit nominees. Due to retirements and one-year appointments in addition to regular terms ending, three of the five constituent groups need to elect multiple representatives this year.
- Treasurer's Update—Pat provided an informal report. Funds in the ISUCU account include \$26.00 in Savings; \$204.13 in Scholarship; \$6,005.92 in the operating/checking account.
- Academic Senate/Campus Information—The Academic Senate meeting included a presentation about a potential cooperative Child Care/Elder Care program involving Illinois State University, BroMenn Health Care, and Illinois Wesleyan University. Other Academic Senate discussions included issues related to summer school plans; revisions to the Faculty Responsibilities to Students document; and state mandated Ethics training. The Senate is writing a Sense of the Senate response to the Ethics training process. President Bowman's response to the Office of the Inspector General will be included in the February OpenLine newsletter. Plans are moving forward for the use of the North Main property, at the site of the former Eagle's Grocery. Walk-throughs of the space for staff in affected units have begun. At least some of the moves are expected by August, 2007. This may make space available for the CSC office in Hovey. Melody has made several contacts about a list of building and room names on campus. There doesn't seem to be a consolidated list available. There is a list of building coordinators that should be able to provide specifics for their buildings.
- OpenLine—Pam was unable to be at the meeting, and requested submissions for the February issue for Distinguished Service Award winners, upcoming election alert, food drive, scholarship applications and raffle.
- Human Resources—Nancy looked into the Perks Card program after receiving questions at an earlier meeting. The cards have been sent in bulk to departments in the past. HR is looking at other ways to distribute the cards, as some staff have reported not receiving one. Linda asked about changes in the Perks program. In prior years, participating businesses provided the discounts or special offers upon presentation of the card. Currently, card users need to go online and print off a coupon before visiting the business.

#### Reminders

- Deadline for next 2 OpenLines —February 6, March 6
- Founders Day and Sesquicentennial Kickoff February 15
- CSC meetings: February 20, March 6-Mark Walbert, IT Strategic Plan

#### Web Sites

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

Adjournment -- The meeting adjourned at 12:45