

**Present:** Barb Arbogast, Valerie Bridson, Mark Buckley, Ted Coussens, Sarita Cox, Jean Darnall, Jeanette Harrison, Brian Huonker, Melody Palm, Theresa Sanchez, Jan Jolynn Staley, Nancy Spangler, Dave Turner, Pam Burress

**Absent:** David Bagnell, Vicki Bryan, Jac Copes, Tom Cotton, Kevin Wiand

**Guests:** Jan Cook

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Council Chair Melody called the meeting to order at 12:02 pm.

-**Approved Minutes** – none to approve, Ted absent last meeting, minutes from Aug 5 approved at last meeting, will be printed; minutes from Aug 19 and Sept 2 will be circulated when complete (special thanks to Sarita for taking minutes at the last meeting).

**Ongoing Discussion Topics:**

- **Committee Reports**

- o **Fall Picnic** – Jeanette - let her know ticket counts, money to Theresa. Jan Jolynn – is there a final date for ticket sales? Jeanette – we have some leeway, but get them in ASAP. Sept 16 Jeanette will call with final number of dinners, with final chicken/lasagna numbers. Other than that, things going well, still fine-tuning. You can hold onto the money until the day of or give to Theresa as you get it. Put in a request for good weather.
- o **Fall Bus Trip** – Bryan talked to Pam, going to meet soon. Do we want to go to St. Louis or Chicago? Easier with all the info for Chicago again, but have had requests for something different, committee will discuss when they meet.
- o **Homecoming Parade** – Melody – we are signed up for the parade. Theresa volunteering to purchase the candy and get it to the committee.
- **EAC** – Dave, no report, nothing new.
- **Annuitants Representative** – Jan Cook – annuitants association having fall luncheon tomorrow (Sept 3 in Old Main Room at BSC), perhaps have a rep there to sell tickets to the picnic? Council agreed, a representative will be there. More info will be sent in advance of the election.
- **Academic Senate/Campus Info/Foundation** – Bryan – Academic Senate – last Thursday meeting, when he gets notes he will send them around, it was more of an introductory meeting. Pres Bowman sent the note around for the 3% raise fund, will be more faculty-related than anything else. University's ACT score is at 28, higher standards than the big-10 schools and still more applicants. Melody – faculty/staff appreciation luncheon is the 16<sup>th</sup>, staff appreciation award will be around noon, so will scholarship recipients. CSC/AP Council dinner at president's house RSVP will be, dinner is on Sept 22<sup>nd</sup> at 6pm. University street closes today (between Dry Grove/Fell Hall parking lot and Southside) for the Dunn-Barton/Walker demolition.
- **OpenLine** – Pam – pizza fundraiser thru Monical's – not requested yet, October is usually targeted, usually done around Homecoming, more info in future. Bus trip to Chicago was put in Sept's issue last year, reminder was put in the Oct issue, deadline was Oct 26<sup>th</sup>, committee is meeting soon, will have more info. Melody – we might put another save-the-date for the holiday party, Nancy – will try to get something out for Benefits Fair.
- **Human Resources** – Second Benefits Oct 27<sup>th</sup>-Nov 14<sup>th</sup>, any changes made won't be effective until Jan 1<sup>st</sup>, books will be mailed before Oct 27<sup>th</sup>. Have not yet received final voting on the changes, will update when available. Melody – there will be another second choice fair in May? Nancy – yes. Bryan – is there information as to what the changes

will be? Nancy – we receive no official notification, the changes will be in the benefits books when they are available.

**Other Business:**

- Barb notified council – a Santa is available for the Holiday Party.
- Bryan – has there been updates to the electronic notifications that were being worked on? Nancy – there was a computer workstation report, it was submitted about a week ago, do not know the feedback yet. We identified different areas on campus that did not have computers accessible, it has gone forward, team made some really good recommendations on behalf of employees without access, will see if she can bring report next meeting. Bryan – and the minimum job posting time/days, has anything been resolved? Nancy – we had Tom Morelock come to the council and address it in the past, there is no hard and fast rule or policy, it is more or less the Department in question working with HR to fit the needs of the department. Melody – Ira Schoenwald did some research, and there were situations due to promotional registers and lack of applicants that keeping the posting on a timeframe made no sense.
- Theresa – nothing official out yet, but there is a committee on campus putting together an annual fund for the university, info will be put out around National Philanthropy day. The push for it will likely be in the spring, it will be an annual thing like the Family Campaign; the goal is to increase the number of donors, not necessarily the amount of money raised, because when the University goes to big donors, they want to know what percentage of employees are donating.
- Regarding the August 5<sup>th</sup> minutes discussion of Scholarship funds, the funds were moved from the Operating Account to cover the fourth scholarship recipient.

Theresa/Mark motioned to adjourn, motion carried at 12:37pm.

**Reminders:**

- Deadline for next two OpenLines – Sept 3, Oct 8
- CSC Meetings – Sept 16, Oct 7
- State of the University Address – Sept 16, 2pm CPA
- Picnic on the Plaza – Friday, Sept 19, 11:30-1pm, Milner Plaza Ticket counts are needed by Sept 5
- Children's Holiday Party – Sunday Dec 7

**Web Sites of interest:**

- 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>

**The next regular Civil Service Council meeting will be held Tuesday, Sept 16, 2008 at Noon in the Bone Student Center Spotlight Room.**