

Illinois State University

Civil Service Council (CSC) Meeting
Approved Minutes

February 3, 2009

Present: Barb Arbogast, Valerie Bridson, Vicki Bryan, Jac Copes, Tom Cotton, Sarita Cox, Jean Darnall, Brian Huonker, Melody Palm, Theresa Sanchez, Jan Jolynn Staley, Nancy Spangler, Dave Turner

Absent: David Bagnell, Mark Buckley, Ted Coussens, Jeanette Harrison, Kevin Wiand, Pam Burress

Guests: Jan Cook

Council Chair Melody called the meeting to order at 12:00 pm.

-Approved minutes: January 20th minutes, minutes approved (Jean/Theresa)

Ongoing Discussion Topics:

- o Committee Reports - . Should have a date for ISU day at Wrigley Field soon.
- o Scholarship Committee: Consulted about amounts. Information/recommendations to come from Melody.
- **EAC Representative** - Met at UIUC January 22-23. Seated new members and elected officers. There are merit board meetings at the CS office in Urbana scheduled for 2/28, 5/20, 8/18 and 11/18. EAC had a SURS update indicating that investments are down, as the economy is. The estimated annual loss is around 27%, and SURS is in better shape than many investment plans. 8.5% is being paid on SURS accounts in FY09, and 8% has been approved FY10. The SURS year is based on academic year.

EAC discussed proposed procedure revisions for classification and exam development, including some of the pilot programs. Some changes are being made to procedures related to Administrative/Professional procedures. A/P categories identified as likely to be misapplied most frequently are Coordinator, Assistant To, and Specialist.

Given the economics of the state and nation, EAC encourages staff and institutional preparedness. It's a fact of life that CS are the easiest positions to layoff in an economic crisis, since A/P and Faculty are on contracts. EAC sent a letter to Tom Morelock at SUCSS with recommendations.

Letter from EAC to the Merit Board:

"In our quarterly meeting, we discussed the current economic climate on our respective campuses. We agreed to take a proactive role, and are willing to partner with our administrators and others involved in the decision making process. We look forward to being a part of the solution regarding the current challenges existing at our universities and agencies, particularly how the current economic situation may affect the employment status of civil service and all employees. We expect that all constituencies on each campus and agency will share the burden of monetary shortfalls. Thus, we must be creative in crafting innovative solution that will have minimal impact on our common academic mission.

To that end, we ask that you provide options on matters regarding Civil Service employment relationships. We believe this information would be very useful to our respective universities and agencies during these difficult times.

To those universities and represented agencies that have already extended their hand in partnership to their Employee's Advisory Committee members and their Civil Service Councils, we express appreciation for their recognition and applaud them."

A Rules Revision was discussed. Currently, if a staff member is at the point of going before the Merit Board for discharge, there are only two options: uphold the discharge, or reinstate the employee. EAC is working on adding a 60-day suspension prior to reinstatement as a "middle ground" option.

- **Annuitants Representative** – No news.
- **Academic Senate/Campus Info/Foundation** – Illinois State has been recognized by the Tree Campus, USA program. We're the only university in the state to have received the designation. Other "Green" initiatives highlighted included the addition of 6 Prius vehicles to the Fleet, the Reggie Ride program, and the hiring of Enid Cardinal as Sustainability coordinator for campus.
- **OpenLine** – Pam not present, no news.
- **Human Resources** – SURS is offering pre-retirement seminars June 10. These will be all day session, with an admission of \$20/member. 20 seats have been specified for Self-Managed Plan members.

New Business

- Brian will send CSC members recommendations about the computer workstation study for feedback and discussion at the February 17 meeting.
- Theresa expressed appreciation for President Bowman's comments at the Gladly We Give kickoff luncheon on Feb. 2. He spoke of the "calm" and productive atmosphere on campus, when things in the state are neither.
- Jac asked what had been found in response to his question at the Jan 20 meeting about whether attendance at the Survivor Advocacy Team sessions sponsored by ISUAA qualified for release time. Melody checked. The sessions do not qualify as release time is available only for University Sponsored programs.

JanJolynn/Barb motioned to adjourn, motion carried at 1:00pm.

Reminders: Deadline for next two OpenLines – Feb 4, Mar 4

CSC meetings- Feb 17-Gladly We Give Campaign presentation
March 3 – will be in BSC 3E Lounge

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, February 17, 2009 at Noon in the Bone Student Center Spotlight Room.

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