

Members Present (box checked):

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|---|--|--|
| <input type="checkbox"/> Jim Anderson | <input checked="" type="checkbox"/> Brooke Hermanowicz | <input checked="" type="checkbox"/> Dean Plumadore |
| <input type="checkbox"/> Tammie Beck | <input checked="" type="checkbox"/> Tony Herter | <input checked="" type="checkbox"/> Chris Roberts |
| <input checked="" type="checkbox"/> Bob Blythe | <input checked="" type="checkbox"/> Judi Khalilallah | <input checked="" type="checkbox"/> Holly Sanford |
| <input checked="" type="checkbox"/> Tom Cotton | <input checked="" type="checkbox"/> Narry Kim | <input checked="" type="checkbox"/> Dana Tuttle |
| <input checked="" type="checkbox"/> Hayley Helpingstine | <input checked="" type="checkbox"/> Stuart Palmer | <input checked="" type="checkbox"/> Amy Witzig |

Visitors & Ex-Officio Members Present (box checked):

- | | | |
|--|---|--------------------------|
| <input checked="" type="checkbox"/> Jan Cook | <input type="checkbox"/> Colette Homan | <input type="checkbox"/> |
| <input type="checkbox"/> Rachel Hatch | <input checked="" type="checkbox"/> Rick Marr | <input type="checkbox"/> |

Bob Blythe, Council Chairperson of the 2017-2018 academic year, called the meeting to order at 12:01 p.m., in the Old Main Room, Bone Student Center.

Approval of Minutes: Motion made to approve minutes

- 06/05/18 motion made by Stuart Palmer and 2nd by Dean Plumadore, all in favor.
- 06/19/18 motion made by Stuart Palmer and 2nd by Dean Plumadore, all in favor.

Chair Comments: Bob Blythe reported

- Blythe praised the positive changes and advances that were made over the past year for the council. He said several processes were streamlined and he was hoping to continue making improvements. He thanked everyone involved.
- Seating of New Members – Brooke Hermanowicz, Tony Herter and Judi Khalilallah were seated as newly elected council members. Tom Cotton and Chris Roberts were re-elected to their council seats.

Election of Officers:

- Blythe was re-elected as council chair during the first election by ballot conducted for chair.
- The following council members were elected to officer positions after a second election conducted by ballot: Amy Witzig, vice-chair; Narry Kim, secretary; and Hayley Helpingstine, treasurer.

Vice Chair Comments:

- OpenLine: Narry Kim – No report

Secretary:

- Committee descriptions – No report this meeting.

Treasurer:

- Monthly report of accounts – No report this meeting.

Human Resources: Colette Homan – Not present

EAC: Rick Marr – He attended the quarterly meeting last Thursday and Friday, July 12 and 13, 2018, at the U of I in Chicago. They stayed in the dorms at a cost of \$80.

Marr reported that there were recent procedural changes to the PAA section of the Procedures Manual for the Civil Service Unit office in Champaign. He said changes to the manual will be effective on Oct. 1. The Merit Board in conjunction with the universities have worked toward an agreed upon definition of A/P and Civil Service positions and how they are classified. Employee positions are classified by job descriptions and not title.

Annuitants: Jan Cook – She reiterated that the ISU Annuitants Association is intended for all employees who participate in SURS. The chief function of the association is to monitor the legislature and participate in discussion about benefits.

She pointed out that the association has a website where more information is available and encouraged people to participate. The fee to join the ISU Annuitants Association can be paid through payroll deduction and costs about \$4 a month. Greater participation in the association can help apply more informed pressure on the legislature regarding our benefits.

Cook also shared an article mentioning that ISU was again voted as a Great College to Work For in a recent poll where ISU ranked highly in 8 out of 9 categories.

Special Committee Reports:

- A. Academic Senate: Chris Roberts reported that there is no meeting until August.
- B. Campus Communication Committee: Blythe reported that he met with the committee on Monday, July 16. He worked with the Student Government Association and the Academic Senate to prepare a letter for the BOT. They also came up with ideas for the Discussion Hour that takes place at 8 a.m. before the BOT meeting that starts at 9 a.m. The next BOT meeting will be on July 27, 2018. The writing of the letter rotates between shared governance groups. Next year the Civil Service Council will be writing the letter to the BOT.
- C. Elections (March-May): Plumadore and Kim thanked everyone who submitted nominations and/or agreed to go on the ballot to run for a position. Blythe thought the election helped to streamline the process of selecting officers.

Marr mentioned that his term as EAC representative is ending in December and asked how a new representative should be selected. He said when he became the representative, he was approached by his EAC predecessor to take his place. Marr also said the EAC would prefer him to pick his own replacement. However, he wasn't sure if the EAC position was something that the council members just selected or if it was voted on by the council members from among a slate of civil service employees. He asked if there was a certain process that had to be followed now. Marr also shared that some campuses had a pilot program using electronic voting to select EAC spots. He pointed out that many civil service employees were unaware of the EAC and thought maybe there should be a way of getting the word out so more staff would know about the EAC and show an interest in serving as the new representative. Dana Tuttle suggested possibly asking Rachel Hatch to write an article in the OpenLine about the EAC.

Blythe said he would first consult with Homan to see about the best way to select the next EAC representative. Tuttle also said there is information about selecting the EAC representative in Section 3A of the council by-laws and suggested consulting that as well.

- D. Sick Leave Bank Appeals: Jim Anderson not present.
- E. University Foundation: Blythe will check with Shayla Dennis to see if she has anything to report from the June Foundation Board meeting. A new Civil Service Council representative will be needed for the Foundation Board this year. Blythe encouraged the council members to consider the representative role so the new representative can be determined at the next council meeting.
- F. Parking and Transportation Advisory Committee: Palmer volunteered to serve on the committee.
- G. Scholarships (July-Aug): Roberts will take over as chair of the committee this year. He reported that they have received several applications for scholarships. Witzig said she will check the A/P and Civil Service Council Office mail to see if there are any more applications and have them delivered to Roberts.

Committees will be finalized at the next Civil Service Council on August 7. Witzig said she would send out committee descriptions to council members so they can decide which committees they would like to join. All the names in red below are the council members willing to stay on as chairs of each corresponding committee:

Non-action items (these items will not be discussed unless there is something to be discussed)

- A. Awards (fall): Narry Kim**
- B. Homecoming: Holly Sanford**
- C. Raffle: Amy Witzig**
- D. Donut sale:
- E. Fall Drive: Tom Cotton
- F. Governing Documents (Annual): Dana Tuttle
- G. Children’s Holiday Party: Holly Sanford
- H. Legislative: Dean Plumadore**
- I. Listserv Manager: Dean Plumadore**
- J. Marketing: Holly Sanford**
- K. Discount Listings: Amy Witzig
- L. Spring Drive (March-April): Hayley Helpingstine
- M. SURSMAC representative: Jean Ann Dargatz
- N. Team Excellence: Dana Tuttle
- O. Webmaster: Dean Plumadore**

Old Business: None

New business: Blythe asked everyone to consider what committees they would be interested in joining so committees can be filled at the next council meeting on August 7.

Announcements:

1. The next Council of Councils Conference will take place in October in Champaign. All are welcome to attend. Marr or Blythe will provide exact dates.

Adjournment: The meeting adjourned at 1:00 p.m. with a motion from Stuart Palmer and a second from Chris Roberts.

Respectfully submitted,
Narry Kim

Next Meeting

Tuesday, August 7, 2018, at noon in Spotlight Room, Bone Student Center.

Reminders: The deadline for submitting materials to the *OpenLine* is the 25th day of each month. – *NOTE: Deadline is subject to change.*

Upcoming CSC Meeting Dates:

2018 Dates – Aug. 7, Aug. 21, Sept. 4, Sept. 18, Oct. 2, Oct. 16, Nov. 6, Nov. 20, Dec. 4, Dec. 18, Jan. 15, Feb. 5, Feb. 19, March 5, March 19, April 2, April 16, May 7, May 21, June 4, June 18

Upcoming CSC Important Dates: