

Illinois State University Civil Service Council (CSC) Meeting February 21, 2012
Approved Minutes motion by M. Peel, second by A. Smith, motion carried

Present: Barbara Arbogast, Seann Berrocales, Bob Blick, Tom Cotton, Jean Darnall, Dara Gibson, Diana Nelson, Maureen Peel, Carol Pfoff, Andrea Rediger, Katherine Scott, Lois Soeldner, Amanda Smith,

Not Present: Christa Lawhun, Jason Taylor

Ex-Officio: Andrea Radliff, Rick Marrs

Guests: Jan Cook

The meeting was called to order by chair J. Darnall at 12:00 p.m. in the Spotlight Room of the Bone Student Center.

Minutes of the February 7 meeting will be listed for approval in March.

J. Darnall reported that he was originally scheduled to be a judge at the Chili Cook-Off on Saturday but will not be able to represent the Civil Service Council at that function. He previously contacted Carol Pfoff and she will serve as the Civil Service Representative.

It was reported by A. Rediger that the February OpenLine had been distributed and the deadline for submitting the March issue is Tuesday, Feb. 28.

After a recent question A. Radliff, the Human Resources representative, was able to report that staff led by Nancy Spangler are currently working on partnering with businesses in the area to get discounts for ISU employees.

A recent email was received inquiring about the Civil Service Handbook. The document is no longer in printed format and those are outdated at this time. Most issues are addressed as part of the University Policies and Procedures available electronically.

The EAC will be coming to Illinois State for their regular meeting in July. R. Marrs reported he was granted permission to host the event on July 19-20, 2012. The exact location has not been set but it was emphasized that all are invited to attend the meeting.

Information for two of the distinguished service award winners is still needed then that will be added to the SUCSS page to acknowledge the accomplishments of the ISU employees.

The annuitants will have a table at the Chili Cook Off later this week to distribute information.

J. Darnall reported that there will be a Cubs Baseball Game trip sponsored by the Civil Service Council in 2012. The date is Wednesday, May 30; the Cubs will play the Padres in a 1:20 p.m. game. C. Pfoff will serve as chair of the committee this year.

The annual Food Drive will be held March 1 through 31 this year. The items collected will go to the Salvation Army Food Pantry. A listing of items the group would like is being updated and will be made available soon. The Salvation Army

Food Pantry distributes food that will last a family 3-4 days. They only allow families/individuals to receive food two times in a 12-month period. Last year 3,500 families were served at this location.

Elections will be moved to an electronic process in 2012. A. Rediger reported that the committee is currently working to get the process in place. A lot of questions have been raised and are being acted on to get the site operational. Nominations will be accepted electronically March 19 through April 7. The form will include a place for the name of the nominee along with the name of the nominator. The election will take place April 30 through May 19. Results will be immediate so notification will be sent out in May. Administrative Professionals have been doing their elections electronically for a couple of years. Postcards will be sent to remind people to vote.

A short discussion was held on the Civil Service Bylaws. Updates were approved in 2011 and the new document needs to be uploaded to the CSC web page.

D. Nelson reported that the Parking Committee will be meeting in March. She asked that everyone let her know if there are issues she should bring up at that meeting.

A motion was made by B. Arbogast and seconded by A. Rediger to adjourn the meeting. The motion carried.

Respectfully submitted,
Carol Pfoff

Reminders: Deadlines for next *OpenLine* –March 28, April 25, May 30

Upcoming CSC Meeting Dates –March 6, March 20, April 3, April 17, May 1, May 15, June 5, June 19

Websites of Interest:

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

Next Meeting ~

**The next regular Civil Service Council Meeting will be
Tuesday, March 6, 2012 in the Spotlight Room at the Bone
Student Center.**

