

**Civil Service Employees Council**  
**AGENDA**

Thursday, September 5, 2013 at 1:15 pm  
University Union Capital Room – Macomb Campus

**I. Roll Call –**

**II. Minutes**

- a. Motion to approve:
- b. Approved by:

**III. Treasurer’s Report (Stacy Dorethy) –**

- a. Motion to approve:
    - i. Seconded by:
      - 1. All approved.
  
  - b. Current moth treasurer’s report. For the general account (9900770), the beginning balance was \_\_\_\_\_. The following items posted for the month: - \_\_\_\_\_ The current balance is \_\_\_\_\_.
  - c. For the scholarship account (882046), the beginning balance was \_\_\_\_\_. The following items posted for the month: \_\_\_\_\_ The current balance is \_\_\_\_\_.
  - d. For the endowment fund (884046), the beginning balance was \_\_\_\_\_. The following items posted for the month: \_\_\_\_\_ The current balance is \_\_\_\_\_.
- i. Motion to approve:
  - ii. Approved by:

**IV. Director of Human Resources (Pam Bowman) –**

**V. Vice President for Administrative Services Report (Julie DeWeese) –**

**VI. Group Concerns –**

**VII. President's Report (Wendi Mattson) –**

**VIII. Civil Service Employee of the Month (Alisha Barnett) –**

**IX. Employee Advisory Committee Representative (Peter Skrypkun)-**

**X. WIU Quad Cities Campus Report (Alison Shook) -**

**XI. Representative Reports to Council**

**a. Affirmative Action Internship Committee (Holly Fecht) -**

**b. University Diversity Council (Wendi Matteson) -**

**c. Benefits Committee (Heather McMeekan) -**

**d. Website and IT Issues (Jessica Lambert) –**

**e. Training and Development (Carla Farniok) –**

i. Supervisor Training will take place a little later this year. A survey was sent out last week to re-assess the needs before planning for this year. The program will continue.

ii. Access 2010 - Intermediate training will take place October 9<sup>th</sup> from 9:00-11:00 am in the Malpass Library 2<sup>nd</sup> floor classroom. This

session goes over advanced queries, using calculations, and creating forms and reports.

iii. **Enrich You Fall 2013**

1. Got Stress? Get Playful!! – Wednesday, September 18<sup>th</sup> 1:30-3:00 pm – Union Sandburg Lounge
2. Golf Scramble Extravaganza – Friday, September 20<sup>th</sup> at 12:30 pm – WIU Harry Mussatto Golf Course – Fee \$45.00 – Reminder: Supervisor approval is required as appropriate.
3. Nominate your Super Supervisor for Bosses' Day which is October 16<sup>th</sup> – Watch for Tele-STARs messages which will start on or near September 30<sup>th</sup> with a deadline to submit electronic nominations on October 10<sup>th</sup> at 4:30 pm.
4. Think Purple with Style – Thursday, October 3<sup>rd</sup> from 2:00-3:30 pm – Union Sandburg Theatre
5. Cyber Aggression and Campus Safety – Wednesday, October 23<sup>rd</sup> from 1:30-3:00 pm – Union Lincoln Room
6. Identifying & Preventing Campus Violence – Thursday, November 7<sup>th</sup> from 1:30-3:00 pm – Union Sandburg Lounge
7. Healthier Holidays: Emotionally, Physically, & Financially – Tuesday, November 19<sup>th</sup> from 10:00-11:00am – Webinar – after you register you will be given the login connection. You can enjoy this session right at your own desk.
  - a. Register by calling Human Resources 298-1971 or via email [S-Chenoweth@wiu.edu](mailto:S-Chenoweth@wiu.edu) or online at: [http://www.wiu.edu/vpas/human\\_resources/employee\\_development/register.php](http://www.wiu.edu/vpas/human_resources/employee_development/register.php). Register early – Some sessions have limited capacity.

**XII. Committee Reports**

a. **Policy & Appeals** (Bill Rupert) –

b. **Awards and Selection** (Alison Shook) –

c. **Constitution/Election** (Linda Wade) –

- d. **Education** (Alisha Barnett) –
- e. **Fundraising** (Wendi Mattson) –
- f. **Mentoring** (Kim Sedgwick) –
- g. **Social Events & Development** (Wendi Mattson & Stacy Dorethy)-
- h. **Open Meetings Act Requirements** (Linda Wade)

**XIII. Old Business**

- a. Stopping recording of meetings?
- b. Presidents open forum
  - i. Cancelled?
- c. Two IT committees
  - i. Have they been contacted to let them know we will not provide reps?

**XIV. New Business –**

**XV. Announcements –**

**XVI. Meeting Adjournment –**

- a. Motion to adjourn:
- b. Seconded by:

**XVII. Next Meeting will be Thursday, October 3, 2013, at 1:15pm in the Capital Room.**