

AGENDA

Civil Service Employees Council

Thursday, August 4, 2016, 11:00am
Quad Cities – Room 2108 QC Complex

Present:

Non-voting members:

Absent:

Non-voting members:

I. Welcome – Introduction of Special Guests:

II. Director of Human Resources (Pam Bowman):

III. Vice President for Administrative Services Report (Matt Bierman):

IV. Group Concerns:

V. Minutes (last meeting – Christine Staley):

- a. Motion to approve:
- b. Seconded by:
 - i. All approved, motion carries.

VI. Treasurer’s Report (Connie Lincoln & Robert O’Bear):

June 2016 (Connie)

- a. Motion to approve Treasurer’s Report:
- b. Seconded by:
 - i. All approved, motion carries.

July 2016 (Connie)

- a. Motion to approve Treasurer’s Report:
- b. Seconded by:
 - i. All approved, motion carries.

August 2016 (Robert/Connie)

- a. Motion to approve Treasurer’s Report:
- b. Seconded by:
 - i. All approved, motion carries.

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VII. **President's Report** (Stacy Dorethy):

- BOT retreat

VIII. **Civil Service Employee of the Month** (Connie Lincoln):

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** (Butch Smith):

b. **University Diversity Council** (Stacy Dorethy):

c. **Website and IT Issues** (Connie Lincoln):

d. **Training and Development** (Gail Ault):

XII. **Committee Reports**

a. **Policy & Appeals** (Christine Staley):

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

c. **Constitution/Election** (Butch Smith):

- Amend By-Laws Article IV, Section 4 & 7: Reasoning: to allow members to vote via teleconference as they are not always able to be physically present – **SEE LAST PAGE FOR WORDING

a. Motion to approve:

b. Seconded by:

- ii. All approved, motion carries – **READING 1.**

d. **Education** (Gail Ault):

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- e. **Fundraising/Social Events** (Christine Staley):
 - Approval for spending \$_____ for Fall CSEC Luncheon
 - a. Motion to approve:
 - b. Seconded by:
 - i. All approved, motion carries.
- f. **Mentoring** (Steve Whan):
- g. **Open Meetings Act Requirements** (Christine Staley):
- h. **Provost Advisory Council Report** (Angie Knight):
- i. **HLC Persistence Academy** (Christine Staley):
- j. **President's Advisory Group** (Connie Lincoln/Christine Staley):
- k. **Planning Task Force** (Christine Staley):
- l. **Master Plan Implementation Team** (Stacy Dorethy):

XIII. **Old Business:**

XIV. **New Business:**

- Approval of new members:
 - Carmen Pittman, Office Manager in Nursing – Group 5
 - Lisa Turke, Office Manager in Educational Studies – Group 5
 - a. Motion to approve:
 - b. Seconded by:
 - i. All approved, motion carries.
- Thank You card from Karen
- Website update: Alisha will create something for main page, i.e.: who we are and why we do what we do

XV. **Meeting Adjournment:**

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

XVI. **Next Meeting: Thursday, September 1, 2016 - in University Union, Capitol Room**

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***Continued from: Committee Reports - C. Constitution/Election (page 2)*

Our By-Laws read:

- Section 4: A quorum of the Council members is required for the handling of business duly presented at the meeting of the Civil Service Employees Council. A 2/3 vote is required on a motion on the amendments to the Constitution or on a motion to initiate a referendum. All votes shall be conducted by show-of-hand vote or paper ballot and voting tally duly recorded in the minutes of the meeting.
- Section 7: In accordance with the Open Meetings Act 5 ILCS 120/7(c): Attendance via video and audio conferencing is allowed for the Quad Cities Campus Representative and the members of the public who wish to attend via audio or video conferencing. If a quorum of the members of the public body is physically present, then the Quad Cities' Member may attend by video or telephone conference because they are employed at the WIU Quad Cities Campus.

Proposed changes to By-Laws:

- Section 4: A quorum of the voting Council members, both physical and via video conference is required for the handling of business duly presented at the meeting of the Civil Service Employees Council. A 2/3 vote, (both physical and via video conference) is required on a motion on the amendments to the Constitution or on a motion to initiate a referendum. All votes shall be conducted by show-of-hand vote or paper ballot and voting tally duly recorded in the minutes of the meeting.
- Section 7: In accordance with the Open Meetings Act 5 ILCS 120/7(c): Attendance via video and audio conferencing is allowed for the Quad Cities Campus Representative and the members of the public who wish to attend via audio or video conferencing. ~~If a quorum of the members of the public body is physically present, then~~ The Quad Cities' Members s may attend by video or telephone conference because they are employed at the WIU Quad Cities Campus.