

# AGENDA

## Civil Service Employees Council

Thursday, October 5, 2017, 1:15pm  
University Union – Capitol Rooms

**\*\*Approve voting from alternative location, if needed.**

**Present:**

Non-voting members:

**Absent:**

Non-voting members:

**I. Welcome – Introduction of Special Guests:**

*President Thomas*

*Sarah Hart, Asst. Director, Residence Life*

**II. Director of Human Resources (Cindy Lotz, Interim):**

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

**IV. Group Concerns:**

**V. Minutes (Lisa Turke):**

September 2017

a. Motion to approve Minutes:

b. Seconded by:

i. All approved, motion carries.

**VI. Treasurer's Report (Robert O'Bear):**

September 2017

a. Motion to approve Treasurer's Reports:

b. Seconded by:

i. All approved, motion carries.

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

a) Red Cross Blood Drive – Christine is handling this – will pick date in Spring semester, after students are back

b) Social Responsibility Task Force (Joe Rives – comm. finished by end of academic year)

i) Volunteers: Christine, Lisa, with Carmen as alternate (if needed) - Macomb; Dawn and Amanda Bergeson – QC

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- c) Telestar (for recruitment) sent out 10.2.17 – had 3 interested emails immediately
- d) CSEC flyer – need to vote on printing flyer at DPS – to use at the all-day professional development day. They can be available/handed out at the luncheons, posted around campus, etc. I am checking with HR to see if these are included in the civil service employee welcome packet.
  - i) Cost: 100-199 copies (color) \$.37 each
  - ii) Cost: 200-499 (color) \$34 each
  - iii) 150 copies = \$55.50, 200 copies = \$68.00
- e) Meeting with Cindy Lotz, Interim HR Director: thanks for all the suggestions, went great
- f) BOT meeting

## VIII. **Civil Service Employee of the Month (Christine Staley):**

- a) EOM for October: Julie Terstriep, Business Manager, Campus Recreation
  - i) Presentation: Friday, Oct. 6 @ 9am @ Campus Rec – please attend if possible
- b) Nov and Dec EOM will be out soon and will also need to be voted and returned to Christine shortly after you receive them. The EOY voting is waiting on this before it can be ready and sent out. Thank you in advance!

## IX. **Employee Advisory Committee Representative (Peter Skrypkun):**

- a) Need to discuss Illinois Civil Service Act section - (110 ILCS 70/36e) (from Ch. 24 1/2, par. 38b4) Sec. 36e  
<http://www.ilga.gov/legislation/ilcs/documents/011000700K36e.htm>

(110 ILCS 70/36e) (from Ch. 24 1/2, par. 38b4)

Sec. 36e. Coverage. All employees of the Illinois Community College Board, State Community College of East St. Louis (abolished under Section 2-12.1 of the Public Community College Act), Southern Illinois University, Chicago State University, Eastern Illinois University, Governors State University, Illinois State University, Northeastern Illinois University, Northern Illinois University, Western Illinois University, University of Illinois, State Universities Civil Service System, State Universities Retirement System, the State Scholarship Commission, and the Board of Higher Education, shall be covered by the University System described in Sections 36b to 36g, inclusive, of this Act, except the following persons:

(1) The members and officers of the Merit Board and the board of trustees, and the commissioners of the institutions and agencies covered hereunder;

(2) The presidents and vice-presidents of each educational institution;

(3) Other principal administrative employees of each institution and agency as determined by the Merit Board;

(4) The teaching, research and extension faculties of each institution and agency;

(5) Students employed under rules prescribed by the Merit Board, without examination or certification.

(Source: P.A. 97-333, eff. 8-12-11.)

## X. **WIU Quad Cities Campus Report (Alison Shook/Steve Whan):**

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## XI. Representative Reports to Council

- a) **Affirmative Action Internship Committee** (Butch Smith):
- b) **University Diversity Council** (need volunteer):
- c) **Website and IT Issues** (Lisa Turke):
- d) **Training and Development** (Judy Richardson):

## XII. Committee Reports

- a) **Policy & Appeals** (Christine Staley):
- b) **Awards and Selection** (Alison Shook):
- c) **Constitution/Election** (Butch Smith):
- d) **Education** (Judy Richardson):
- e) **Fundraising/Social Events** (Robert O’Bear):
  - i) Fall Luncheon – updates
- f) **Mentoring** (Steve Whan):
- g) **Open Meetings Act Requirements** (Christine Staley): All compliant as per Christine
- h) **Provost Advisory Council Report** (Butch Smith):
- i) **HLC Persistence Academy** (Christine Staley): please see link for updates  
<http://mailchi.mp/hlcommission/the-leaflethlcs-newsletter-september-522613?e=f8216a5f69>
- j) **President’s Advisory Group** (Carmen Pittman):

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- k) **Planning Task Force** (Christine Staley):
- l) **Benefits Committee** (Christine Staley)
- m) **Master Plan Implementation Team** (Stacy Dorethy/Steve Whan): didn't meet/no report
- n) **University Tech Advisement Group** (uTAG) (Doug):
- o) **Univ. Comm. On Sexual Orient. & Gender Identity/Expression (UCOSOGIE)**  
(Butch Smith):

## XIII. **Old Business:**

- a) **Council of Councils:** October 19-20 @ NIU
  - i) Robert O'Bear and Amy Wood are attending – still waiting to see if HR can pay for the travel – Cindy will get back to me after she talks with Matt – both have rooms reserved and will turn in hotel receipts for reimbursement

## XIV. **New Business:**

### Approval of new members:

Julie Schoonover, Office Support Specialist, Centennial Honors College

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

Paul Perchalski, Steam & Power Plant Operator II, Facilities Management-Htg Plant

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

## XV. **Meeting Adjournment:**

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

## XVI. **Next Meeting: November 2nd – 1:15pm @ UU Capitol Rooms**