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September 5, 2006

Civil Service Council

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Civil Service Council Minutes

September 5, 2006

Members Attending

Angie Campbell, Tami Duzan, Paula Embry, Heidi Hawkins Susan Mathews, Kathy Murphy, Jenny Stout, Janet Werden, Julie Wilkerson

Others in Attendance

Chuck Phillips

Members Absent

Julie Benedict, Cheryl Clapp, Allen Clayton, Brad Green, Jerilyn Hutson, Dennis Malak, Michelle Morgan, Lionel Sanders, Carlene Schaefer, Lisa Standerfer

Vice President, Tami Duzan, called the September meeting to order.
Jerilyn Hutson is in Banner Training.

The August minutes were approved. (Mathews/Campbell)

EAC Report

Julie Benedict not in attendance.

Committee Reports

Personnel/Grievance	Tami Duzan/Carlene Schaefer	Nothing new
Legislative	Susan Mathews	Nothing in Springfield
	Susan reported on the meeting that Senator Obama attended in the University Ballroom. The event was well attended – the ballroom was packed. Not advertised very well on campus and only a short article in the Charleston paper. Senator Obama supports the Social Security repeal but indicated that we will need a tax increase to cover this.	
Recycling	Steve Lane	Nothing new
Financial Report	Paula Embry	

Human Resources Report

Chuck Phillips – How do we create more interest in the Civil Service Council?

- Is the time of the meeting causing some members not to attend?
 - Hold the meetings bi-monthly or quarterly?
 - Create a quarterly newsletter letting staff know what we are working on.
 - Send minutes to all non-negotiated employees. Use e-mail addresses.
- Currently re-working the Sick Leave Bank policy,

Old Business

- 1) Archive File Disposal – Jerilyn is still sorting through the files and filling out the proper forms for the archives.
- 2) Civil Service Council Scholarship – Setting up a meeting with Karla Evans to discuss further.
- 3) A letter was prepared to send to Dr. Nadler, since the Council did not receive a response from Chief Due.

New Business

- 1) Elections for District 2 (Business Affairs Area)
 - Accepting petitions from District 2 (8 people needed)
 - Michelle to assist with the election process

Elections need to be held before the 1st Monday of October. Officers will be elected the 2nd week in October.

The procedure for electing officers needs to be reviewed.

2) Council of Councils is October 6th, on the SIU School of Medicine, Springfield Campus. Human Resources will cover the travel expenses for any Civil Service Council member who wishes to attend.

3) Julie Wilkerson made a motion to move the meeting time from 1:30pm to 8:30am for the remainder of the year, beginning with the October meeting to accommodate everyone's work schedule and to get better attendance. Kathy Murphy seconded the motion.

4) Tami to ask Jerilyn if we should invite Adam Due and the parking officer to one of our meetings to discuss the parking issues on campus.

A motion was made to adjourn and passed unanimously. (Wilkerson/Hawkins)

The next scheduled meeting of the Civil Service Council is October 3 at 8:30a.m. in the Paris Room of the University Union. All Civil Service, non-negotiated employees are welcome and are encouraged to attend.

Respectfully submitted,

Janet Werden