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June 14, 2011

Civil Service Council

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Civil Service Council Minutes
June 14, 2011
Rathskeller Loft, University Union
8:30 am

Members Present:

Angie Campbell, Laurie Neese, Janet Werden, Suzanne Mathews, Paula Embry, Julie Wilkerson, Melissa Coleman, Andy Clapp, and Michelle Morgan.

Member's Absent:

Tami Duzan, Melissa Gordon, Tonya Green, Mary Jo Montgomery, Amy Richardson, Patty Hood, Cindy Starwalt, Jenny Stout, Janet Werden

Guests Present:

Dr. William Weber, Vice President for Business Affairs; Sandy Bowman, Assistant Director of Human Resources

Ex-Officio: Linda Holloway, Interim Director of human Resources

- I. Meeting was called to order at 8:31 am by President Campbell.
- II. Minutes from the May 10, 2011 meeting were reviewed and approved.
- III. Human Resources update was given by Mrs. Holloway and Mrs. Bowman
 - a. Benefits choice is on hold EIU staff will be notified via email as information becomes available.
 - b. Peace Meal will be doing voluntary furlough one day a week until September and no bumping will occur.
 - c. CCR&R contract was received by EIU from DHS and sent back for revisions.
- IV. The next EAC meeting is being held July 20-21
- V. Old Business
 - a. Committee Updates –
 - i. Constitution Committee – See below
 - ii. Election committee – No report
 - iii. Personnel Committee – No report
 - iv. Public Relations Committee –
 1. The committee is looking for a project. Please give them any ideas you have to promote the Council.
 2. Melissa Coleman distributed a sample flyer to give out at New Staff Orientation.
 3. Discussion on the possibility of purchasing name tags or T-shirts for members to wear at University events.
 - v. Scholarship Committee – No report
 - vi. Scholarship Update -- the Scholarship fund has \$4819.51 as of June 13, 2011.
 - vii. Constitution Update – constitution was partially reviewed some changes were approved. Discussion will continue at the next meeting.
 - viii. Shared Governance at EIU – President Perry has received the recommendations from the committee.
 - b. Dr. Weber gave a brief update on the Strategic Planning Process, the Renewable Energy Center and University Budget.

- VI. President Campbell gave updated from Staff Senate – No quorum at last meeting
 - a. Homecoming Committee – Committee requests input from Council on T-shirt and website design. President Campbell will email to everyone. They are also requesting suggestions for activities to improve staff involvement such as parade entry for offices
 - b. Two people will be leaving Staff Senate due to retirements or leaving the university, Amanda Bos and Linda Strange.
 - c. Still waiting on budget numbers to determine non negotiated raises.
 - d. Elections are in July.
 - e. Performance appraisals are due to Human Resources June 30, 2011.
- VII. Motion to Adjourn (Embry/Clapp). The meeting was adjourned at 9:50 am

The next scheduled meeting of the Civil Service Council is Tuesday, July 12, 2011 at 8:30 am in the Rathskeller Loft, MLK Union. All non-negotiated Civil Service employees are welcome and encouraged to attend.