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June 5, 2007

Civil Service Council

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**Civil Service Council Minutes**  
**June 5, 2007**

**Member Present:**

Tami Duzan, Angie Campbell, Paula Embry, Brad Green, Julie Likins, Heidi Hawkins, Kathy Murphy, Janet Werden and Michelle Morgan.

**HR Director:**

Chuck Phillips

**Members Absent:**

Jerilyn Hutson, Dennis Malak, John Bailey, Teresa Sims, Lionel Sanders, Julie Wilkerson, Suzanne Mathews, Cathy Kimball, and Jenny Stout.

President Heidi Hawkins called the meeting to order at 8:35 am.

- I. EAC Report – No Report
- II. Approval of Minutes - Minutes from the May 1, 2007 meeting were approved (Likins/Werden).
- III. Committee Reports
  - a. Legislative – No report.
  - b. Personnel/Grievance (Duzan, Campbell, Green) – Nothing new to report.
  - c. Recycling – Nothing new to report.
- IV. Financial (Embry) – About \$440 was spent on the picnic. We ran out of hamburger. If it happens next year Marsha McNamer said she sometimes has extra on hand.
- V. Human Resources (Phillips) – Recommendations regarding the proposed changes to the EIU Performance Appraisal policy are on Vice President Cooley's desk.
- VI. Old Business
  - a. Archive File disposal – Nothing new to report.
  - b. Civil Service Council Scholarship (Campbell, Green, Morgan) – \$375 in donations and \$305 in payroll deductions have been received for the scholarship. We will be putting something in the Annuitant's newsletter. A Scholarship Committee will be formed in October to start work on developing the application form and procedures for administering the scholarship.
  - c. Constitution Committee report (Green) – Brad Green will work on the proposed changes to the constitution and will send it to the Committee for review.

- d. Spring Fling – Spring fling went well. The sign up sheet showed 107 attended, but there were several who didn't sign in.

VII. New Business

- a. Meeting dates for next year – Heidi Hawkins will work on scheduling rooms for the meeting dates through the rest of this year. Meeting time will be looked at again after the election.

Motion to adjourn: Meeting adjourned at 10:00 a. m. (Likins/Green)

Respectfully submitted,

Michelle Morgan, Recorder

The next scheduled meeting of the Civil Service Council is Tuesday, July 3, 2007 at 8:30 am in the Sullivan Room of the MLK Union. All Civil Service, non-negotiated employees are welcome and encouraged to attend.