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August 12, 2013

Civil Service Council

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Civil Service Council Minutes
August 13, 2013
Rathskeller Loft, University Union
8:30 am

Members Present:

Angie Campbell, Bryan Callaway, Jeff Wilson, Rhonda Nichols, Gary Hanebrink, Michelle Morgan, Donna Noffke, Laura Smith, John Sigler, Dan Crews, Anthony Redding, Kathy Edwards.

Member's Absent:

Melissa Gordon, Melissa Coleman, Jerri Hinton, Thomas MacMullen, Suzanne Mathews.

Guests Present:

Dr. Richard Enyard, Director of Human Resources; Tim Zimmer, Director of Facilities Planning and Management; Dr. William Weber, Vice President, Business Affairs.

- I. Meeting was called to order at 8:30 am by President Campbell.
- II. Guest - Tim Zimmer, new Director of Facilities and Planning was introduced and shared information about himself.
- III. July minutes were approved electronically on August 12, 2013.
- IV. Treasurer Report:
 - A. Scholarship balance is at \$10,593.92.
 - B. FY14 budget \$596.25.
- V. Old Business
 - A. Committee Updates: everyone has been assigned to a committee. Rhonda Nichols volunteered to be chair of Personnel committee, Michelle Morgan accepted chair of Scholarship Committee. Asked for volunteer of Public Relations and Laura Smith accepted. Still in need of chair for Election committee.
 - B. Strategic Planning Implementation Steering Committee—Next meeting scheduled for August 29, 2013 at 9:00am in Martinsville room. Kathy Edwards volunteered to be representative for sharing communications concerning this group.
 - C. Salary Study—in progress but no information to share yet.
- VI. New Business
 - A. Raises – 1% raise across the board effective July pay period. Most people disappointed because check amounts were lower even with the raise due to insurance prices going up.
 - B. Discussed any guests or tours we would like to have. Suggestions were Honors College, Renewable Energy Center, Derek Markley, Dean Augustine, Pat Early, and Coach Babers.
 - C. Dr. Weber Update
 - a. Budget—\$6 million short for FY13 appropriations. FY14 appropriations are approximately \$44 million, up about \$36,000.
 - b. Enrollment—new freshmen seem to be on target for goal. Transfers and retention have decreased. Overall enrollment down. Pattern consistent with other universities in state except for U of I.
 - c. Program Analysis – Meet today to review web site and web interface to tweak. Hoping to officially launch after Labor Day.
 - d. Reaccreditation is focus for this year. Dean Augustine and Jeff Stowell are chairing the committee to focus on this.
 - e. New kiosk inside east entrance of Old Main for visitors and new students. Contact person is Jeff Cross for any suggestions and/or issues.

- D. HR update – Dr. Enyard
 - a. Working on several policies and forms.
 - b. Addressing policy on hiring retirees.
 - c. ADA training available.
 - d. Sandy Bowman retires on August 30, 2013. Rob Miller is new Ethics Officer effective August 1, 2013.
 - e. Was asked to look into posting new/changes employment in newsletter. Used to do this and would like to see it again.
- E. Homecoming week is Oct 14-19.
 - a. Family night time has been pushed earlier in the day to encourage more attendance by families with younger children.
 - b. Blue-B-Q is Thursday, Oct 17.
- VII. Motion to Adjourn (Wilson/Smith). The meeting was adjourned at 9:15 am.

Upcoming Meetings:

September 10 – Rathskeller Loft

October 8 – Rathskeller Loft

November 12 – Rathskeller Loft

December 10 – Rathskeller Loft

All non-negotiated Civil Service employees are welcome and encouraged to attend.