**Civil Service Advisory Council**

**MINUTES**

**Wednesday, February 9, 2011**

**10:00 a.m. – PAC 4E**

Present: Pat Austin, Ann Cole, Debbie Dove, Bobbie Fults, Darlene Harris-Kresse, Janice Marvel, Jamie McGill, Marcia Rossi, Denise Rothenbach, Jay Simpson, Erin Smith, Jill Stoops

Absent: Kemy Brown, Toni Langdon, Laura Laurenzana, Rose Schweikhart (APAC)

Guests: Bob Lael, Acting Human Resources Director

 Monica Kroft, Human Resources

Call to Order: 10:10 a.m.

Approve Agenda for this meeting: Yes. Motion by Janice, second by Denise. Motion carried.

Approve Minutes from last meeting: Yes, following correction that Monica Kroft did not attend the December meeting as she was overseeing the Stress Workshop that day. Motion by Pat, second by Jay. Motion carried.

Announcements: ● Not able to welcome Dr. Beverly Bunch to what would have been her first CSAC meeting, as her father passed away. Our thoughts are with Dr. Bunch during this time.

 ● PAC 4E has been reserved for CSAC meetings for the remainder of the semester. Thanks to Janice for making this reservation.

 ● Jill announced that speaker had to be canceled due to blizzard; they are working on rescheduling. Health Fair Day is April 6 but that evening already has ECCE event scheduled. Stay tuned for updates.

 ● Monica announced CSAC online election worked well last year. This year’s election dates will be May 17-19 (online) and May 20 (in person). Will discuss further at March CSAC meeting.

New Business:

I. CSAC member as non-union CS representative

 A. Bobbie contacted UIEAC and confirmed that Tom Martin serves as an informational resource only.

 B. Pat confirmed there are procedures in place to file grievances. CS employees are allowed to bring fellow employee along to meeting(s) with Human Resources if wish to do so. Ombudsman on campus is Dan Matthews.

 C. Denise approached SUCSAC and got the same response as from UIEAC – informational resource only.

 D. CSAC in agreement that we will not serve as a unit to represent non-union employees; CSAC serves as an informational resource only.

II. Scholarship Auction

 A. Many “random” items are being donated, so we need to come up with basket ideas to group things together nicely. Discussion followed about donation ideas.

 B. We need people to work the auction. Please talk to your supervisors to get approval.

Old Business:

I. Web page – Need to upload agendas and minutes.

II. Scholarship & Mike Love – Janice has still not heard from Mike’s wife.

Chancellor’s Report – Beverly Bunch – no report (absent – see Announcements).

HR Report – Bob Lael

● Workshop on Monday, February 14, “Difficult Conversations” from 10 am – 3 pm – full agenda.

● February 23, Tom Morelock and Maureen Parks will be on campus (Brookens Auditorium) to discuss classification system. Meeting is open to CSAC, APAC, Supervisors, and Department heads. Agenda being finalized; email will be sent out next week.

● Chicago campus is dealing with many reclassification issues due to the many AP positions that should have been designated Civil Service. Urbana campus facing some issues in this area as well. UIS does not have this problem as we have been conservative compared to other campuses.

● July 13-15 SUCSS will be on campus conducting systems audit. More information to come.

● Discussion followed regarding new Civil Service Pilot Program as well as questions about bumping rights and requesting job audit (process).

Treasurer’s Report – Pat – Balance still $565.10. This amount rolls over from year to year, but the $250 reserved for CSAC in the Provost’s State account does not roll over into the next fiscal year. Pat provided summary ledger statement.

Committee Reports:

APAC – Toni Langdon – No report.

CARE – Ann – No report.

CSAD – Bobbie – No report.

Campus Senate – Lesly Schoo – Athletics/FOIA issue discussed at last meeting.

Campus Technology – Janice – Meeting soon; nothing to report at this time.

SURS – Janice – Discussed SJ-R article in today’s (February 9) paper regarding potential pension system changes effective June 30, 2012.

SUCSAC – Denise – No report other than what was already discussed (see HR report).

UIEAC – Bobbie (President), Janice (SURSMAC), Denise (SUCSAC) – Next meeting will be in March.

Parking Appeals and Advisory Board – Darlene & Debbie – Next meeting end of February – will be big!

Diversity, Equal Rights, Opportunity & Access (ROAD) –Veronica & Gloria – No report (have not met).

Sustainability – Denise – Green Campus initiative; will be brought up at Senate meeting. Earth Day ideas discussed. “Big Fix” – in testing phase now.

Non-monetary Compensation – Jamie, Bobbie, Kemy & Toni – No report.

Student Discipline – Marcia & Jay – Were called in for special meeting; not able to discuss.

Webmaster – Erin – No report. Need to add minutes and agendas.

Silent Auction – Darlene & Debbie – Auction will be held March 31st with set-up on the 30th. (See New Business Item II above.)

Meeting adjourned at 11:15 a.m.

Minutes submitted by Erin Smith, CSAC Secretary