**Civil Service Advisory Council**

**MINUTES**

**Wednesday, March 2, 2011**

**10:00 a.m. – PAC 3D**

Present: Pat Austin, Ann Cole, Debbie Dove, Bobbie Fults, Darlene Harris-Kresse, Laura Laurenzana, Janice Marvel, Jamie McGill, Denise Rothenbach, Rose Schweikhart (APAC), Jay Simpson, Erin Smith, Jill Stoops

Absent: Kemy Brown and Toni Langdon

Guests: Amanda Bly, Ed Wojcicki’s Office

Monica Kroft, Human Resources

Beverly Bunch, Chancellor’s Office

Call to Order: 10:06 a.m.

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

Approve Minutes from last meeting: Yes. Motion by Darlene, second by Ann. Motion carried.

Announcements: Welcome to Dr. Beverly Bunch

Health Fair April 6th, 2011

New Business:

1. Meeting with Tom Morelock and U of I HR- Maureen Parks

Denise gave recap:

1. Historical overview of State Civil Service System.
2. Presented info reclassification system audit issues @UIC-determining which AP Positions should have been established as Civil Service positions originally. Years of abuse. 263 positions so far have been reclassified from AP to CS. Not as many issues at UIUC and definitely not at UIS. Academic hourly positions also being looked at.
3. Question and Answer presentation-answered our questions that we had submitted prior to meeting. Denise will provide notes from meeting with Bobbie and send out to CS Staff.

2. Erin Smith Vacancy-will add a 1 year vacancy

3. Need a Secretary until elections-Debbie will serve-Thank You

4. Bobbie maternity leave starting end of march-Darlene to run April Meeting – April 6th.

5. Meeting w/Chancellor Berman-met with executive board to announce former employee being charged with theft-had worked for Development Office.

Old Business:

1. Auction-Need volunteers. Janice will help, as will Pat. Jamie will help. Need People to help watch tables. Bobbie reminded everyone what the Scholarship Auction was about. Darlene asked Rose to request APAC volunteers to help also

II. Scholarship & Mike Love – Janice heard from Mike’s wife and she agreed that she would like the scholarship name changed to reflect his name. Bobbie suggested we present Mrs. Love @ Civil Service Appreciation Day.

Chancellor’s Report – Beverly Bunch

1. Planning retreat last month-Financial & Student enrollment issues. Plan from Admissions to increase undergraduate enrollment by 300 students- Initial planning stages. Talked about impact on staff and facilities as a result of increased enrollment. Please give ideas to Chancellor’s office (Beverly). Discussion Followed.
2. Renovations to student apartment will be starting.
3. Fall applications and deposits not where we need to be yet. Please give ideas for student recruitment to Chancellor’s office. Discussed Financial Aid letters, timing, dates, discussed enrollment concerns.

HR Report – Monica

1. Election Dates: 8 Positions, including 1 year vacancy

April 18th - Nomination announcement

May9th - Election notice with sample ballot

May 16th - Online Election

May 19th - Paper Voting –PAC Concourse from 11-2PM

Treasurer’s Report – Pat – No Report

Committee Reports:

APAC – Rose – Met with President of all three campus’ AP reps. Reclassification.

CARE – Ann – Nomination requests will be sent out at the end of March to help get more nominations.

CSAD – Bobbie – No report.

Campus Senate – Lesly Schoo – e-mail from Lesly-Department reviews, nothing impacting civil service.

Campus Technology – Janice – Janice missed last meeting due to illness-she will review.

SURS – Janice – Has Not Met

SUCSAC – Denise – Not meeting until April

UIEAC – Bobbie (President), Janice (SURSMAC)See attachments from Bobbie, Denise (SUCSAC) – Call to action-violation of ethics act.

Parking Appeals and Advisory Board – Darlene & Debbie – has been slow-February meeting was not as big as expected with appeals.

Diversity, Equal Rights, Opportunity & Access (ROAD) –Veronica & Gloria – e-mail from Veronica, will be sponsoring Diversity speaker events. Looking for co-chair-creating task force to encourage diverse facility & staff hires.

Sustainability – Denise – Look for Earth Week events announcements.

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

Student Discipline – Marcia & Jay – “Mums the word” per Jay. There is activity-can’t talk about it.

Webmaster – Erin – No report-Kemy will update.

Silent Auction – Darlene & Debbie – Need donations and volunteers.

Bake Sale-Jeri Frederick will announce “cupcake competition”.

Meeting adjourned at 10:15 a.m.

Minutes submitted by Erin Smith/Debbie Dove, CSAC Secretary and Acting CSAC Secretary.