Civil Service Council Minutes
April 9, 2013
Rathskeller Loft, University Union
8:30 am

Members Present:
Angie Campbell, Bryan Callaway, John Sigler, Gary Hanebrink, Rhonda Nichols, Michelle Morgan, Jeff Wilson, Melissa Gordon, Melissa Coleman, Suzanne Mathews, Lori Rothrock, Kathy Edwards.

Member’s Absent:
Thomas MacMullen, Anthony Redding.

Guests Present:
Richard Enyard, Director of Human Resources; Sandy Bowman, University Ethics Officer; Julie Benedict, EAC Representative.

I. Meeting was called to order at 8:30 am by President Campbell.
II. March minutes were approved electronically on April 8, 2013.
III. No update on Treasurers report.
IV. Old Business
   A. Committee Updates
      a. Election Committee –
         1. Fill out election forms and get turned in -- Deadline is April 10
         2. District 1 – need 7 plus alternate
         3. District 2 – need alternate
         4. District 3 – need 4 plus alternate
      b. Personnel Committee –
         1. Superior Performance Award was announced to University – Deadline to submit a nomination is May 17 at noon.
         2. Needed a civil service volunteer to serve on Superior Performance Evaluation Committee—Rhonda Nichols volunteered.
         3. Working on final draft of Sick Leave Bank revision.
      c. Public Relations –
         1. Need new chair or co-chair – Jeff Wilson volunteered.
         2. Jeff will send out email to get together.
      d. Scholarship Committee –
         1. Have received 6 applications.
         2. Deadline is April 15.
   B. Strategic Planning Implementation Steering Committee
      a. Met last week but our representative, Thomas MacMullen, not here to give us update.
   C. Program Analysis Update
      a. Met last week after month recess. Minimal changes suggested for template.
      b. Recommendation for more information on final outcome.
      c. Dr. Weber will make changes based on suggestions and send out revision.
   D. FPM Director Search
      a. John says is still on-going. Finalists not named yet.
V. New Business
   A. Summer Hours
a. Announced to begin May 6, 2013 and conclude on August 9, 2013.

B. Faculty Staff Champaign
   a. Can donate to the Civil Service Scholarship fund through this campaign.

C. Dr. Enyard Update
   a. New testing hours resulted from survey. Available every other Tuesday evening and one Saturday a month. Can make special accommodations if needed.
   b. Results of Benefits Survey
      1. Top three items were Wellness Program, Purchasing Power and Long term care.
   c. Creating a HR Newsletter, “HR & YOU” to be distributed electronically to everyone and hard copy to each VP area.

D. Julie – EAC update
   a. HR Audit wrapped up last week.
   b. A&P/Civil Service position title audit put on hold.
   c. Strategic Enrollment scheduled for May 6/7.

VI. Motion to Adjourn (Morgan). The meeting was adjourned at 9:00 am.

The next scheduled meeting of the Civil Service Council is Tuesday May 14, 2013 at 8:30 am in the Seventh Street Underground (Rathskeller) Loft, MLK Union. All non-negotiated Civil Service employees are welcome and encouraged to attend.