

Illinois State University

ISU ReD: Research and eData

OpenLine Newsletter

Civil Service Council

6-18-2003

OpenLine Newsletter, June 18, 2003

Civil Service Council
Illinois State University

Follow this and additional works at: <https://ir.library.illinoisstate.edu/oln>

Recommended Citation

Civil Service Council, "OpenLine Newsletter, June 18, 2003" (2003). *OpenLine Newsletter*. 157.
<https://ir.library.illinoisstate.edu/oln/157>

This Book is brought to you for free and open access by the Civil Service Council at ISU ReD: Research and eData. It has been accepted for inclusion in OpenLine Newsletter by an authorized administrator of ISU ReD: Research and eData. For more information, please contact ISUReD@ilstu.edu.

A SPECIAL NOTE ABOUT OUR CHAIR

-- PAT SCHNITKER, ELAINE THOENNES, VICKI BRYAN

During the past fiscal year, Martha Burk has very professionally and efficiently performed the various duties as the Chair of the Civil Service Council. Martha's commitment is quite



extraordinary and her efforts may often go unrecognized. This note cannot begin to acknowledge the untold hours of free time that she has unselfishly devoted to the responsibilities of being Chair. We wish to express our compliments and gratitude for doing such a terrific job for all Civil Service members of this University!

CIVIL SERVICE TIDBIT

3.6.18 CIVIL SERVICE ATTENDANCE

Illinois State University expects regular attendance from all employees. Vacation leave must normally be scheduled in advance and is pre-approved based on operating needs of the unit. Accrued sick leave benefits are to be used for personal illness or injury, or to care for sick children or other immediate family members when your presence is required. When possible, the use of sick leave should be scheduled in advance (appointments, elective surgery, etc.).

[For more information about this policy, please see the University Policies, Procedures, and Guidelines at www.policy.ilstu.edu]

HR WORKLIFE PROGRAMS

--NIKKI GEGEL

Parenting Sessions: Summer sessions are coming soon: June 17—Self Esteem Strategies; June 19—Improving Communications; June 24—Learning Disabilities; June 26—Internet Dangers; and July 1—Anger Management. All sessions will be held from 12:05 to 12:55 p.m. in Conference Services room 115. Call 438-8311 to register.

Ergonomics 101 and Beyond: On June 25 from noon to 1 p.m. in DeGarmo Hall room 551, Jamie Howard, Chicago area district manager with the HumanScale Corporation, will discuss ways to arrange your work area that reduce stress and minimize injury. Recent changes in the field of Ergonomics will also be highlighted. Call 438-8311 to register. Please contact Nikki Gegel at 438-8845 for further information.

PICNIC PLANS

--PAT SCHNITKER

Did you miss our spring picnic? Well, we didn't have one. We are tentatively planning to have it in the fall instead, so watch for announcements as the time draws nearer.

SERVICE AWARDS - JUNE

--TOM FOWLES

30 YEARS

❖ Linda L. Thomas, 3490 Planning & IR, 6/25/1973

20 YEARS

❖ Gregory T. Lyle, 1210 Student Accounts, 6/13/1983

15 YEARS

❖ John W. Berger, 1320 Environmental Health & Safety, 6/6/1988

❖ Dina L. Vaughan, 3470 Admin Information Systems, 6/27/1988

❖ Sharon K. Wetzel, 8900 Milner Library, 6/1/1988

10 YEARS

❖ Jason E. Hartzler, 2540 Health Services, 6/28/1993

❖ Elizabeth H. Kosuth, 6120 International Studies, 6/27/1993

CAMPUS CORNER

--BARB DALLINGER

Along with Teddy Roosevelt and Mark Twain, President David Felmley was an advocate of "Simplified Spelling," a spelling method in which silent or duplicate letters were dropped from common usage. Much to her dismay, Felmley required his secretary to use the new system of spelling in all of his office correspondence. Check out the recipe below for an example.

ILLINOIS STATE NORMAL UNIVERSITY - HOUSEHOLD SCIENCE DEPARTMENT
ADVANCED COOKERY

BREDS

TOASTED BRED STICKS IN RINGS

Cut stale bread in $\frac{1}{4}$ inch slices and remove crust. Cut slices into narrow strips and rings. Brush with melted butter. Toast in oven until a light brown. Arrange three sticks in each ring and serv with soup.

MOCK ALMOND CROUTONS

Cut stale bread in $\frac{1}{4}$ inch slices. Shape with the round cutter one and one-half inches in diameter, then trim off sides to shape in almond-shape pieces. Brush with melted butter and bake until light brown.

HOT CROSS BUNS

1 c. milk (scalded)	$\frac{1}{4}$ tsp. nutmeg
$\frac{1}{2}$ c. sugar	3 c. flour for sponge
$\frac{1}{2}$ tsp. salt	$\frac{1}{2}$ c. butter
$\frac{1}{2}$ yeast cake	1 eg
$\frac{1}{4}$ c. lukewarm water	$\frac{1}{4}$ c. currants or raisins
$\frac{1}{4}$ tsp. cinnamon	Flour enough to knead

Add sugar and salt to hot milk. When lukewarm add yeast cake which has been softened in lukewarm water. Add flour to which cinnamon and nutmeg has been added. Beat well and set in a warm place to rise. When light, add melted butter, beaten eg, currants, and enough flour to form a soft dough. Knead and let rise until double in bulk. Roll out and cut with round biscuit cutter, lay on a buttered baking sheet, let rise, cut a cross on top of each, and brush with milk. Bake in a moderate oven 30-40 minutes. Makes 12-18.

HOT CROSS BUNS WITH BAKING POWDER

2 c. flour	2 tbsp. butter
4 tsp. baking powder	$\frac{1}{2}$ c. milk
$\frac{1}{2}$ tsp. salt	1 eg
$\frac{1}{2}$ c. sugar	$\frac{1}{4}$ c. currants

Mix dry ingredients, chop fat into the flour with a knife, mix part of the milk with the eg, and slowly add sufficient of the liquid to make a dough not too soft to be handled. While adding the liquid mix in the currants also. Toss and roll dough gently on a slightly floured board, and cut in large rounds and just before baking mark with a cross on top, using a sharp knife; brush with beaten eg. Bake 12-15 minutes in a moderately hot oven. Serves 6-8.

ENGLISH RAISIN BRED

2 c. flour	4 tbsp. butter or lard
4 tsp. baking powder	1 eg
$\frac{1}{2}$ tsp. salt	1 c. milk, or enough
$\frac{1}{2}$ c. sugar	to make a soft dough
$\frac{1}{4}$ tsp. nutmeg grating	$\frac{1}{2}$ c. currants
	$\frac{1}{2}$ c. raisins

Mix and sift the flour, baking powder, salt, sugar, and nutmeg twice, chop in fat till very fine. Add the beaten eg to one-half cup milk and mix lightly with flour and fat, using

THANK YOU TO SEVERAL SPECIAL PEOPLE

-- MARTHA BURK, VICKI BRYAN, ELAINE THOENNES, PAT SCHNITKER

Every year as new members join the Council, we have several members leaving the Council because their terms have expired. This month will be the final meetings as council members for Barb Dallinger, Lin Hinds, and Ron Thompson. Previously this year, Terry Brown resigned his seat. All four people have been active in Council-associated activities. We wish to thank Terry, Barb, Lin, and Ron for their dedication and participation.

MEETING MINUTES RECAP

--ELAINE THOENNES

May 20, 2003. Selling classified ads in the OpenLine was discussed and what types of items are restricted. The Council will need to establish procedures for the ads. ☉ The raffle drawing was held for 93 prizes. Congratulations to all our winners! Thank you to all our donors and ticket purchasers for your support of our scholarships. ☉ Announced election results for new Council members.

June 3, 2003. The Council began discussing procedures for classified ads in OpenLine. Council members will gather additional information for next meeting. ☉ The student scholarship applications should be available by mid-June and will be put on our Web site. ☉ Committee members were asked to provide a brief description of any Council-related committees they sit on. ☉ The Council discussed thoughts on how our year went and suggestions for next year.

For complete minutes, please see our Web site (www.cscouncil.ilstu.edu) or the copy distributed to each department. As always, we encourage all Civil Service employees to attend Civil Service Council meetings. Meetings are regularly scheduled on the 1st and 3rd Tuesdays of the month from noon to 1 p.m. in the Spotlight Room of the Bone Student Center.



RETIREMENT SESSIONS

--TOM FOWLES

Retirement Workshops: Learn all about SURS: retirement formulas; purchasing service; reciprocity; sick leave as service credit; social security; Medicare; health insurance; life insurance; SURS death benefits; SURS statement; Senate Bill 211; SURS estimates; SURS retirement application and process. To register, contact Human Resources at 438-8311. Attendance is limited to 12. There will be additional sessions beginning in September.

Day	Date	Time	Location
Wednesday	June 18, 2003	1:00-4:30PM	BSC, Spotlight Room
Thursday	July 24, 2003	1:00-4:30PM	BSC, Spotlight Room

SURS Benefit Estimator: Learn how to use the SURS Estimator to project your pension; ask questions about retirement. To register, contact Human Resources at 438-8311. Attendance is limited to 12. There will be additional sessions beginning in September.

[Continued in next column...]

Day	Date	Time	Location
Thursday	June 19, 2003	3:00-4:30PM	Milner 164D
Friday	July 25, 2003	2:30-4:00PM	Milner 164D

If you need special accommodations to fully participate in either of these events, please contact Tom Fowles, Human Resources, at 438-8847. Please allow sufficient time to arrange the accommodations.

GROUNDS ADVICE

--TERRY EVERETT

It is June and everything is coming up roses. We have a variety of roses on campus called "carefree" that may be of interest to plant at your own home. There are a number of different types of carefree roses like at Lincoln Gate, south of Hovey, and the Main Street side of Walker Hall. Carefree roses come in different colors, but all are approximately 4 foot by 4 foot at maturity.

The reason for the "carefree" name is that they do not require lots of care. After the initial planting and thorough watering, and then after making certain they don't get dry over the first few years, they tend to be disease and pest resistant. They also can thrive in poorer soil conditions than other rose types.

POTPOURRI

--DIANNE LIEBENSTEIN

BIRTHS – CONGRATULATIONS

❖ None reported.

SYMPATHY – OUR SINCEREST SYMPATHY

- ❖ James McCauley, Campus Dining Services, on the death of his grandfather, April 29, 2003.
- ❖ Shirley McCauley, Bone Student Center, on the death of her father, April 29, 2003.
- ❖ James Kozak, Central Receiving, on the death of his mother-in-law, Eva Kent, May 6, 2003.
- ❖ Jerome Stoeber, Facilities Management, on the death of his stepmother, Constance Stoeber, May 12, 2003.

RETIREMENTS – BEST WISHES (Effective May 2003)

- ❖ Paul E. Baumgartner, Administrative Information Systems
- ❖ Kenneth D. Brook, Comptrollers Office
- ❖ Jeanie A. Dunham, Facilities Management
- ❖ Marcia K. Florell, Health Services
- ❖ Patricia L. Pulokas, Thomas Metcalf School
- ❖ Mary K. Sigler, University High School
- ❖ Gabriella M. Tedesco, Health Services

RESIGNATIONS – BEST WISHES (Effective May 2003)

- ❖ Kari J. Bates, Thomas Metcalf School
- ❖ J. Matthew Born, Facilities Management
- ❖ Di Ann L. Leman, Comptrollers Office
- ❖ Megan L. McCrary, Campus Dining Services
- ❖ Patsy G. Stout, School of Social Work

NEW EMPLOYEES – WELCOME (Effective May 2003)

- ❖ Catherine L. Troyer, Administrative Nurse I

PROMOTIONS – A TIP OF THE HAT TO YOU (Effective May 2003)

- ❖ Ramona J. Garner, Communications Services Specialist I
- ❖ Kevin G. Wiand, Accountant III, Comptrollers Office

Your help in providing Potpourri information is needed and appreciated. Please feel free to contact Dianne Liebenstein by phone at 438-8311 or by e-mail (dblief@ilstu.edu) to report births, marriages, or deaths of immediate family members.

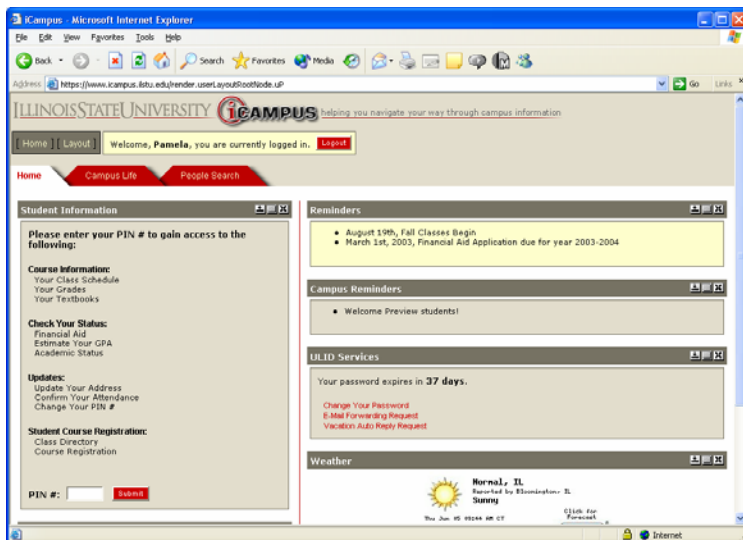
iCAMPUS PORTAL NOW AVAILABLE TO ISU STAFF

--VICKI BRYAN

The iCampus portal has been available to students for some time. The service has just been made accessible to ISU staff. The user logs on using his/her University ULID and their PIN number.

It has wonderful features for students. They can use it to add/drop classes; get their grades; check class schedules; see textbook listings for classes; calculate GPAs; get financial aid information; check Redbird card balances; use e-mail; and much more!

iCampus is a great information tool. Check it out! [www.icampus.ilstu.edu]



HISTORY MYSTERY ANSWER

Julian Hall is home to: Administrative Information Systems, Computer Infrastructure Support Services (CISS), and some offices for Telecommunications and Network Support Services (TNSS) staff.



[Source: www.ilstu.edu/map]

CONTACT US

Please feel free to contact any Council member if you have questions, comments, or ideas so that we may better serve you. Any campus activities or information that would be relevant to Civil Service personnel can also be submitted.

Send information to the Council officers (cscouncil@ilstu.edu), to the OpenLine editor, Pam Burress (paburre@ilstu.edu), to our Council liaison, Vicki Bryan (vlbryan@ilstu.edu), or to any other Council member prior to the deadline (posted in the "Dates To Remember" column on page 1).

