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OpenLine Newsletter

Civil Service Council

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8-17-2004

### OpenLine Newsletter, August 17, 2004

Civil Service Council  
*Illinois State University*

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# Civil Service Newsletter

WEB: [www.cscouncil.ilstu.edu](http://www.cscouncil.ilstu.edu)

E-MAIL: [cscouncil@ilstu.edu](mailto:cscouncil@ilstu.edu)

# OpenLine

OpenLine is published monthly by the Civil Service Council of Illinois State University, Campus Box 1300, Normal, IL 61790-1300.

**AUGUST 17, 2004**

**VOLUME XXIX, NUMBER 2**

## DATES TO REMEMBER

August 25 .....	Next classified ad deadline
September 6 .....	Labor Day holiday
September 7 .....	Next <i>OpenLine</i> article deadline
September 7 .....	<b>Council meeting</b>
September 21 .....	<b>Council meeting</b>
September 22 .....	First day of autumn

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## STAFF

EDITOR/LAYOUT/DESIGN .....	Pam Burress
COPY EDITOR .....	Narry Kim
COUNCIL LIAISON .....	Vicki Bryan

## Quick Quote

~ Thomas Carlyle

“What we become depends on what we read after all of the professors have finished with us. The greatest university of all is a collection of books.”

[Source: [www.quoteland.com/](http://www.quoteland.com/)]



Famous American P.T. Barnum had his obituary published before his death.

[Source: [www.coolquiz.com/trivia/facts/](http://www.coolquiz.com/trivia/facts/)]

## LUNCH ON THE PLAZA

The Fourth Annual Lunch on Milner Plaza sponsored by the Civil Service Council will take place on **Friday, September 17 from 11:30 a.m. to 1:00 p.m.** Faculty, staff, retirees and students are invited to participate. Two pieces of chicken, potato salad, cole slaw, a roll, cookie, and a soda will be served. The price for the lunch is \$6.00 per person.



Contact any Civil Service Council representative to purchase your tickets (see page 4 for representative list). Space is limited, so please purchase your tickets early. If you have questions pertaining to this event, please contact the Civil Service Council officers ([cscouncil@ilstu.edu](mailto:cscouncil@ilstu.edu)) or Martha Burk (8-3474).



## SCHOLARSHIPS AWARDED FOR 2004-2005

Congratulations to all of the 2004-2005 Civil Service Council scholarship winners!

### CARL JOHANSON SCHOLARSHIP

The Carl Johanson Scholarship was endowed by Dr. and Mrs. Al Goldfarb, and the recipient must be an Illinois State University civil service employee and a student at ISU seriously working on a degree. This year's winner is **Deanna Sue Deatrck** of the College of Fine Arts. Congrats!

### CIVIL SERVICE DEPENDENT SCHOLARSHIPS

Four Civil Service dependent scholarships are awarded to Illinois State University students each year from Foundation funds. Other scholarships may also be awarded to additional students attending ISU or other schools using funds raised by the Civil Service Council. This year, eight outstanding students were awarded scholarships! Congratulations to the following scholarship winners:

- **Jasmine Beanland**—parent: Florence Buchanan, Financial Aid
- **Melissa Bond**—parent: Anthony Bond, Facilities Management
- **Dillon Caplinger**—parents: Julie Caplinger, FTSS and John Caplinger, Facilities Management
- **Jeanne Carlton**—parent: Janet Carlton, COE Dean's office
- **Audrey Rinker**—parent: Glenn Rinker, Facilities Management
- **Jessica Tjaden**—parent: Sherrill Tjaden, Thomas Metcalf School
- **Maggie Ummel**—parent: Kim Ummel, Campus Dining Services
- **Betsy Ummel**—parent: Kim Ummel, Campus Dining Services

**Services Offered**

- Tree and shrub trimming. Please call Carl or Terry at 310-3397, 530-5137 or 527-4492.
- Radon questions or problems? Licensed radon professional. Over 700 systems installed with 100% success rate. Call David (Bud) Smith at 473-2955.

**For Sale—Auto**

- 2002 PT Cruiser, 40,000 miles, excellent condition, power heated seats, leather interior, AM/FM/CD, all the bells and whistles, \$15,000. Please call 309-377-2941 anytime.

**Abbreviations**

AC = Air Conditioning	GC = Good Condition	PW = Power Windows
AT = Auto Transmission	Lrg = Large	RD = Rear Defroster
BR = Bedroom	LR = Living Room	Rm = Room
CC = Cruise Control	Mos = Months	S6 = Sleeps/Seats 6
DR = Dining Room	MR = Moon Roof	Sz = Size
EC = Excellent Condition	9P = 9 Passenger	SR = Sun Roof
EM = Email	PL = Power Locks	W&D = Washer and Dryer

**OpenLine Classified Ad Submission Form**

*All information must be printed clearly.*

First and Last name: \_\_\_\_\_

Home phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

ISU phone: \_\_\_\_ - \_\_\_\_\_

Best time to reach you at your home phone: \_\_\_\_\_

Email: \_\_\_\_\_

Campus Box/Dept: \_\_\_\_\_

Check one category:

- Free Items                       Personal Service  
 For Sale-Auto                       Wanted  
 For Sale-Other

**ONE word per box. 20 words or less.**


Send this completed form and payment to:

**Pat Schnitker, 4040 Graduate School.**

(Make checks payable to: Civil Service Council - *OpenLine*.)

Visit [www.ilstu.edu/depts/civilservice/documentation/openline/Ad.pdf](http://www.ilstu.edu/depts/civilservice/documentation/openline/Ad.pdf) for more information about advertising in the *OpenLine*.

**Advertising Rates:**

- Vehicle \$5
- Personal Service \$5
- All Others \$2

**To submit an ad:**

- Complete the Classified Ad Submission Form.
- Send or deliver the form and payment to Pat Schnitker, 4040 Graduate School, Hovey 310.
- Ad must be received by the 25<sup>th</sup> day of the month (i.e. August 25 for September issue).



**SYMPATHY – OUR SINCEREST SYMPATHY TO:**

- The family and friends of Building Service Worker, Whitney Brown, who passed away, July 9, 2004.
- Mike Gibson, Milner Library, on the death of his wife, Tracy Gibson, July 19, 2004.
- Rickie Johnson, Bone Student Center, on the death of his brother, Sherman L. Johnson, July 18, 2004.
- Kristina Harris, Community Rights and Responsibilities, on the death of her brother, Robert R. Troyer, July 9, 2004.
- Aggie Barr, Facilities Management, on the death of her husband, William “Jimmy” Barr, June 26, 2004.
- Scott Fisher, Facilities Management, on the death of his father-in-law, William “Jimmy” Barr, June 26, 2004.

**MARRIAGES – CONGRATULATIONS**

- None reported.

**RETIREMENTS – JUNE 2004**

- Janet L. Brank, Illinois Special Olympics
- Beverly A. McAllister, Thomas Metcalf School
- Rosemary G. Stockle, School of Theatre

**RESIGNATIONS – JUNE 2004**

- Kathleen C. Lonbom, Milner Library
- Kenneth D. McGuffin, Facilities Management
- Benjamin R. Nydegger, Admin. Computing
- Bonnie L. Smith, Family & Consumer Science

**WELCOME TO ISU – JUNE 2004**

- Brian M. Finn, Bone Student Center
- Laura J. Jackson, Campus Dining Services
- Joshua C. Peters, Campus Recreation Services

**PROMOTIONS—JUNE 2004**

- April S. Myslinski, Staff Secretary, Economics
- Shirley A. Murphy, Systems Administrator IV, Comptrollers Office

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

**DID YOU KNOW...**

...that one of the purposes of the Civil Service Council of Illinois State University is to study and make recommendations regarding campus conditions of employment, problems, or needs, either at the request of the University administration, at the request of civil service employees, or upon its own initiative?

**UNIVERSITY POLICIES / PROCEDURES**

**7.1.36 CREDIT CARD USE**

In the course of the daily workings of the University, there are instances when a credit card must be used to charge University expenditures. All Purchasing policies must be complied with when using a credit card and an original receipt for the merchandise or services must be obtained.

More information is available pertaining to this and other University policies ([www.policy.ilstu.edu](http://www.policy.ilstu.edu)).

## ISU FACULTY/STAFF WELLNESS BOWLING LEAGUE

~ KRISS DAVIS

The Illinois State University Faculty/Staff Bowling League is now starting to form teams for the Fall/Spring league season. Bowling is every Wednesday night at 4:30 p.m. at the ISU Bowling and Billiards Center (BBC). Bowling is normally completed each night by 6:30 to 7:00 p.m. The league starts shortly after the beginning of the school year and completes just prior to the end of the school year. There is an end of the year banquet with prizes and trophies. The league is a mixed league and sanctioned by both men's and women's national sanctioning bodies. The BBC is a non-smoking environment. Sanction, prize, and bowling fees apply. All faculty, staff, retirees and immediate family may participate as space on teams allow.

If you are interested in being considered for a team, please contact one of the league officers: Jean Darnall, President (8-2222 or [djdama@ilstu.edu](mailto:djdama@ilstu.edu)); Gary Duffy, Vice President (8-2214); Kriss Davis, Secretary (8-2802 or [kp Davis@ilstu.edu](mailto:kp Davis@ilstu.edu)); or Charles Perkins, Treasurer (8-5759).

## DOMESTIC PARTNER HEALTH BENEFITS

~ Martha Burk

Illinois State University has joined a growing number of companies and universities in the country who are offering domestic partner health benefits. The changes will make coverage for married employees and domestic partner employees more equitable, according to President Al Bowman. "Diversity is one of the core values of Educating Illinois, our institution's action plan for distinctiveness and excellence," Bowman said. "This action sends a message to the entire campus community that Illinois State University provides a welcoming environment and a responsible environment for all employees."

Eligibility for health, dental and vision care insurance reimbursement will be determined by a Statement of Domestic Partnership provided to the Illinois State University Human Resources Office. The domestic partner may be of the same or opposite sex. The cost to the University for extending benefits is estimated at \$35,000 per year. Illinois State already offers other domestic partner benefits such as tuition waivers, Family Medical Leave, sick leave use, the Wellness Program, Milner Library, and Recreation Services/Facilities.

## WELLNESS UPDATE

~ Nikki Brauer

**Illinois Employee Fitness Program** -- Various activities begin August 23 and will include Pilates classes, badminton, fitness lab, land aerobics, lap swimming, water aerobics classes, T'ai Chi, table tennis and yoga. Registration forms are located on our Web site at [www.hr.ilstu.edu/wellness/efp\\_registration.shtml](http://www.hr.ilstu.edu/wellness/efp_registration.shtml) or call 438-7003.

**Adventures in Parenting** -- Next meeting is August 27, 12:00 to 1:00 p.m., Moulton 102C. Everyone is welcome!

**Screening** -- Blood screening available September 19 from 7:30 to 9:00 a.m. Lipid profile is \$18; chemistry plus lipid profile is \$22; PSA is \$63. There is a \$3 draw fee per person. Our screenings are now located at the Lab Corp facility on Clearwater Drive in Bloomington.

**Heart Smart for Women** -- This program is grant funded and focuses on nutrition, stress reduction, and increasing physical activity. Make small changes that create a positive lifestyle. This 12-session program is offered by the McLean County Health Department from September 2 to November 18. Call 438-8311 to register.

Please contact the HR Customer Service Center at 438-8311 to register for any of the above sessions. For further information visit our Web site at [www.hr.ilstu.edu/wellness](http://www.hr.ilstu.edu/wellness) or contact Nikki Brauer at 438-8845.

## CONFIDENTIALITY STATEMENT

*The confidentiality statement below explains the role of Civil Service Council members when contacted by constituents. This statement can be found on our Web site under the documentation section or on our council members page.*

Council members should only discuss concerns in general terms (i.e. do not use names) when bringing up issues at a Civil Service Council meeting, and then only with the constituent's permission.

Council member may discuss some specifics, with the constituent's express permission, when making calls to follow-up on constituent's concern, for example with Human Resources or other appropriate office.

This confidentiality means that no name or details should be discussed with anyone (co-workers, Human Resources, etc.) without the constituent's express consent. If it is determined, through the Council member's contact with Human Resources or other appropriate office, that the constituent needs to talk to that office directly, the Council member will encourage the constituent to make the contact. The choice to do so is left entirely up to the constituent.

The purpose of this confidentiality is to give the constituent help in finding out their rights before they make the decision to pursue the matter. The Council will make every effort to live up to this high standard.

## SERVICE AWARDS

~ Tom Fowles

### 35 YEARS

Barbara L. Brandt, 8900 Milner Library, 8/8/1969  
Ronald Erwin Stauffer, 9000 Facilities Management, 8/12/1969  
Roberta Ann Thomas, 3460 Scheduling Office, 8/23/1969

### 30 YEARS

Sherrill Arlene Tjaden, 7000 Thomas Metcalf School, 8/22/1974

### 25 YEARS

Elizabeth Boulware, 2540 Health Services, 8/6/1979  
Sharon R. Griffin, 4300 Foreign Languages, 8/15/1979

### 20 YEARS

Julie Ann Caplinger, 6370 Faculty Tech Sup Serv, 8/6/1984  
Kim E. Sawyer, 3470 Admin Information Systems, 8/8/1984  
Janis A. Semingson, 3430 Computer Infrastructure, 8/27/1984  
Glenn George Taylor, 1520 Central Receiving, 8/6/1984

### 15 YEARS

Jeanne Arbuckle, 3470 Admin Information Systems, 8/16/1989  
Monika Busick, 2540 Health Services, 8/15/1989  
Tammy Sue Carlson, 1300 Office Of Human Resources, 8/1/1989  
Sandra Kay Cavi, 1020 Budget Office, 8/14/1989  
James Urquhart Dunham, 4560 Physics, 8/28/1989  
Delia O. Fisk, 9100 Facilities Management, 8/21/1989  
Conni Sue Groves, 2540 Health Services, 8/15/1989  
Sharon Ann Hellman, 2540 Health Services, 8/21/1989  
Rickie Allen Johnson, 2640 Bone Student Center, 8/21/1989  
Georgia E. Martin, 3390 Facilities Planning, 8/28/1989  
Marcia Kae Scott, 2610 Campus Dining Service, 8/28/1989  
Janet Mae Spera, 2540 Health Services, 8/15/1989  
Shelley Ann Wilson, 2610 Campus Dining Service, 8/25/1989  
Linda Jean Young, 2540 Health Services, 8/15/1989

### 10 YEARS

Cheryl D. Budde, 4480 Communication, 8/16/1994  
Thomas L. Cotton, 9100 Facilities Management, 8/16/1994  
Melody Ann Palm, 2640 Bone Student Center, 8/15/1994

## CIVIL SERVICE COUNCIL REPRESENTATIVES

~ VICKI BRYAN

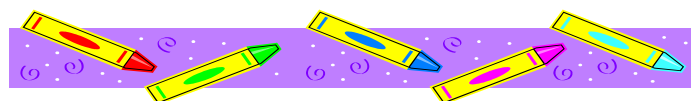
**GROUP I:** **Christa Lawhun**, 9000 Facilities Management (Physical Plant Office), 8-5518, cllawhu@ilstu.edu; **Vicki Bryan**, 2320 Financial Aid (Fell Hall), 8-2782, vlbryan@ilstu.edu; **Pat Schnitker**, 4040 Graduate School (Hovey Hall), 8-2109, plschnit@ilstu.edu

**GROUP II:** **Theresa Sanchez**, 2202 Records Office (Moulton Hall), 8-8499, tasanach@ilstu.edu; **Jan Jolynn Staley**, 5590 Marketing (Williams Hall), 8-7261, jjstaley@ilstu.edu; **Elaine Thoennes**, 2781 Recreation Services & University Golf Course (Beech St. Facility), 8-5742, ecthoen@ilstu.edu

**GROUP III:** **Julie Caplinger**, 6370 Faculty Technology Support Services, (Instructional Technology & Development Center), 8-7582, jacapli@ilstu.edu; **Doris Shaw**, 2540 Student Health Services (Student Service Bldg.), 8-8712, djshaw@ilstu.edu; **Jack Wylie**, 1520 Central Receiving (John Green Food Service Bldg.), 8-8011, jdwyli@ilstu.edu

**GROUP IV:** **John Moss**, 9000 Facilities Management (Physical Plant Office), 8-2413, jlmoss@ilstu.edu; **Paul Collins**, 9000 Facilities Management (Physical Plant Office), 8-2413, pvcoll@ilstu.edu; **Tom D. Ryan**, 9100 Campus Services (Bone Student Center), 8-2222, tryan@ilstu.edu

**GROUP V:** **Martha Burk**, 8900 Library Administration (Milner Library), 8-3474, mjburk@ilstu.edu; **Steven Lancaster**, 2610 Campus Dining Services (John Green Bldg.), 8-2042, sjlanca@ilstu.edu; **Melody Palm**, 2640 Business Office (Bone Student Center), 8-2222, mapalm@ilstu.edu



## CS COUNCIL EX-OFFICIO MEMBERS

~ VICKI BRYAN

**OPENLINE EDITOR:** **Pam Burress**, 3500 Telecommunications & Networking, (Williams Hall Annex), 8-2795, paburre@ilstu.edu

**HUMAN RESOURCES MEMBER:** **Tammy Carlson**, 1300 Human Resources (Nelson Smith Building), 8-8846, tscarls@ilstu.edu

**CAMPUS COMMUNICATIONS COMMITTEE REPRESENTATIVE:** **Marcia Strum**, 5960 Center for Math, Science & Tech (Prof. Dev. Bldg), 8-3933, mbstrum@ilstu.edu

**STATE UNIVERSITIES CIVIL SERVICE COMMITTEE REPRESENTATIVE & EMPLOYEE ADVISORY COMMITTEE REPRESENTATIVE:** **Dave Turner**, 9000 Facilities Services (Heating Plant), 8-5516, dlturne@ilstu.edu

## 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.

