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OpenLine Newsletter

Civil Service Council

11-2005

OpenLine Newsletter, November 2005

Civil Service Council
Illinois State University

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Civil Service Newsletter

WEB: www.cscouncil.ilstu.edu
E-MAIL: cscouncil@ilstu.edu

OpenLine

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NOVEMBER 2005

VOLUME XXX, NUMBER 5

DATES TO REMEMBER

November 23Next classified ad deadline
December 13.....Council meeting
December 13.....Next *OpenLine* article deadline
December 20.....Council meeting
December 21..... Winter begins
December 23-January 2Holiday Shutdown

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ALL ISU CHILDREN’S HOLIDAY PARTY

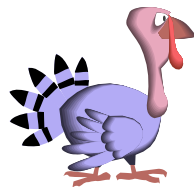
~ MARTHA BURK

Come to the annual Children’s Holiday Party. Children and grandchildren of all ISU faculty, staff, and students are welcome (must be accompanied by an adult). The party will be held December 3 at the Horton south gymnasium. It will run from 10 a.m. to noon and will feature a wonderful performance by Illinois State’s own Gamma Phi Circus. This is a real crowd pleaser and will be enjoyed by children of all ages. Reggie Redbird is also planning to attend as are Santa, Mrs. Claus, and some elves. A professional photographer will be available to take pictures with Santa for a small fee. Cookies and punch will be served and each child will receive a small goodie bag.



The Children’s Holiday Party is co-sponsored by the Civil Service and AP Councils for the benefit of the entire campus. We need to know how many will be attending so we can have enough of everything to go around. Please contact Martha Burk at 8-3474 or mjburk@ilstu.edu by November 30 to RSVP. This is a very special party you and your children won’t want to miss!

FRIVOLOUS FACTS



There are many reasons given for the name ‘Turkey’ being used for the particular bird. While some think the name is used simply because the bird produces the sound of ‘turk, turk...,’ others trace it back to the Native American version of the name of the bird, which was ‘Firkee.’

Some others connect the origin of the word to Christopher Columbus, who mistook America for India and ‘turkey’ for a type of peacock. Thus, he tried to name the word based on the Tamil translation of peacock, which he knew was ‘Tuka.’ Though, it was discovered later that the bird actually belonged to the pheasant family, people kept using the name for the bird.

[Source: <http://www.thanksgivingworld.com/turkeyfacts.html>]



FROM YOUR
CIVIL SERVICE
COUNCIL

SERVICE AWARDS

~ TOM FOWLES

30 YEARS

- Janet I. Ritchie, 2600 University Housing Serv, 11/11/1975



25 YEARS

- John Franklin Reed, 9000 Facilities Management, 11/10/1980
- David L. Swearingen, 2600 University Housing Serv, 11/3/1980

20 YEARS

- David M. Bentlin, 3200 University Advancement, 11/18/1985
- Richard W. Robbins, 9000 Facilities Management, 11/18/1985

15 YEARS

- Richard Don Colbeck, 9000 Facilities Management, 11/12/1990
- Timothy Paul Schellenberg, 2610 Food Service, 11/26/1990

10 YEARS

- Phyllis Marie Gillis, 9000 Facilities Management, 11/13/1995
- Daniel H. Livers, 2610 Food Service, 11/27/1995

MONEY-SAVING TIPS FOR WINTER HEATING

~ TOM FOWLES



Natural gas prices are expected to increase substantially this winter! The Farmer's Almanac predicts a snowy, but mild winter, and hurricanes Katrina and Rita have disrupted about a third or more of the region's natural gas production. Are you financially prepared for the probability of much higher heating costs?

Prudent purchasing by our gas companies may spare us from extreme price increases predicted to be as high as 50% or more, but you should still be prepared for a significant increase in your heating costs. Utilities merely pass on the pure cost of natural gas to the consumer – they only make money on delivery and distribution.

Did you know that a \$25 programmable thermostat can save you \$150 this winter? Changing your light bulbs to compact fluorescent bulbs can save you 30% on your electricity bill. Setting your thermostat back 2 degrees will save you 8% on your heating bill.

These and other helpful energy saving tips are available on the Office of Energy Management's Web site (138.87.190.17/utilities/utilities.asp). These tips could help you save energy and dollars this winter.



POTPOURRI

~ DIANNE LIEBENSTEIN

SYMPATHY – OUR SINCEREST SYMPATHY TO:

- Vicki Bryan, Financial Aid, on the death of her mother, Georgia Barth on September 23, 2005.
- Mildred Gardner, Campus Dining Services, on the death of her mother, Oresa Gardner on September 24, 2005.

SYMPATHY – (CONTINUED):

- Kelly Swartz, Facilities Management and Betty Swartz, Thomas Metcalf School, on the death of their grandson, Calvin Noland Olsen on September 30, 2005.
- Al Feltner, Facilities Management, on the death of his stepmother, Geneva Feltner on October 8, 2005.
- Amy Armstrong, University Registrar, on the death of her mother, Barbara Armstrong on October 9, 2005.
- Jeanne Lee, University Marketing and Communications, on the death of her mother, Eileen Rohn on October 14, 2005.

BIRTHS – CONGRATULATIONS TO:

- Shannon Covey, Mail Services, on the birth of his son, Boston Michael Covey on September 12, 2005, 9 lbs. 1 oz.
- Mona Rains, School of Music, on the birth of her granddaughter, Paige Marie Conner on September 22, 2005, 7 lbs. 8 oz., and 20 ½ inches long. Paige is also the great-niece of Loren Carter, Facilities Management.
- Ed Ulbrich, Facilities Management, on the birth of his granddaughter, Nicole Alexis Ulbrich on October 19, 2005, 6 lbs. 10 oz., and 19 inches long.
- Gregory Swank, Classroom Technology Support Services, on the birth of his son, Chet Michael Swank on October 23, 2005, 8 lbs. 2 oz., and 22 inches long.



RESIGNATIONS – SEPTEMBER 2005

- Larry D. Uphoff, University Housing Services

WELCOME TO ISU – SEPTEMBER 2005

- Wendy E. Bates, Student Affairs
- Melissa Ann Bevins, Menn. College of Nursing
- Christian Lee Chestney, Facilities Management
- Susan Regina Conner, Clinical Experiences Teacher Education
- Jolene Kay Horine, School Info. Tech.
- Cathryne L. Parish, Milner Library
- Archana Shekara, Instu. Web Support Services
- Diana L. Woodring, Honors Program
- Aaron P. Woodruff, University Police Department



PROMOTIONS – SEPTEMBER 2005

- Barbara J. Brandt, Staff Secretary/Exclusion, Facilities Management
- Janet Connelly, Library Operations Asst., School of Art
- Ernestine Chris Jackson, Staff Clerk, University Assessment
- Kristie L. Kowall, Specialist I Training & Development, Facilities Management
- Melissa A. Nergard, Asst. Manager Human Resources, Facilities Management

RETIREMENTS – SEPTEMBER 2005

- Linda J. Bagby, Comptroller's Office
- William D. Furniss, Facilities Management
- Laura L. Miller, Educa. Admin. & Foundations
- Larry D. Norby, Facilities Management
- Charles H. Sharpe, Athletics Department
- Kathie J. Thoennes, Scheduling 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 (dlike@ilstu.edu) to report births, marriages, or deaths of immediate family members.



University Staff Association
2005 Holiday Luncheon
 "THE LIFE OF THE SEASON"
Old Main Room – Bone Student Center
Thursday, December 8, 2005
11:30 a.m. – 1:00 p.m. (doors open at 11:30)

Beef Burgundy over Buttered Noodles
Tossed Salad
Dinner Roll
Dessert

The program will include lunch, socializing, and several door prizes. Entertainment will be provided by the U-High Choral Group. Members only are eligible for door prizes.

Please mail your reservation today. Members, please extend a special invitation to non-members in your office to join USA and attend the luncheon. USA is supported solely by its members through the payment of dues. Our dues are the only resource available to cover operating expenses such as helping defray the cost of the lunch which includes gratuity, table decorations, and to remember members at special times in their lives. If you have special dietary needs, please contact Sandi Krumtinger.

The University Staff Association invites all luncheon attendees to bring hair brushes, combs, shampoo, conditioner, hairspray, toothpaste, toothbrushes, floss, Q-tips, shaving razors and cream, tissues, soap, socks, slippers, hats and scarves for women and children which will be donated to Neville House.

Release time for Civil Service Staff is authorized, and may be granted by supervisors, based on operating needs of individual departments.

Please detach and mail to: **Cris Christopher**
3330 Research, Ethics and Compliance

Name _____

Mail Code and Department/School _____

Member's Luncheon	\$8.25		Make check payable to:	
Non-Member's Luncheon	\$9.25		UNIVERSITY STAFF ASSOCIATION	
Retiree	\$8.25	Total:	Dues & Luncheon	= \$12.25 _____
Dues for 2006	\$4.00		Non-member Lunch	= \$ 9.25 _____
(Dues for Dec. 1, 2005-Nov. 30, 2006 are now due.)			Retiree	= \$ 8.25 _____



Member's Birthday _____

RESERVATIONS WILL BE ACCEPTED UNTIL DECEMBER 5, 2005.
(Sorry, no phone reservations)

NOTE: RETIREES ARE LIFETIME MEMBERS AND DO NOT PAY DUES.



WHAT IS UNIVERSITY STAFF ASSOCIATION?

~ PAT SCHNITKER

The University Staff Association (USA) has been around campus under several name changes for more than two decades. Our spring and holiday luncheons provide members and guests with a variety of entertainment, handmade door prizes, and opportunities to socialize with co-workers and retirees from across campus. Our members regularly support Neville House, a shelter for domestic abuse victims, with proceeds from a 50/50 cash drawing in the spring, and by donations of requested items in December. Annual dues are a bargain at less than \$5!! Join us and find out more. You can register for the December 8 luncheon by sending in the form on page 3. We look forward to sharing our holiday cheer!

WHAT THE COUNCIL MEANS TO ME

~ JAN JOLYNN STALEY



It has been my privilege to serve on the Civil Service Council since July 2003. I am in the third year of my first term after being elected to represent Group II. At that time, I had been on campus 16 years and I wanted a better understanding of shared governance.

I wanted the opportunity to meet and work with civil service personnel from sectors other than just the College of Business, and I wanted to try to give something back to the ISU community. The Civil Service Council has provided me with these opportunities.

As I work with the other members of the Council, I am inspired by the dedication and passion they bring to each meeting. I have learned a great deal about issues that affect the entire ISU community through the many administrative guests that have attended our meetings, as well as representatives from the Annuity Association and Human Resources. And, I have gained a better perspective as to how we all work together to make Illinois State University a top-notch, educational institution and a very good place to work. It's not that we don't have problems; it's that we all try to work together for the common good and make things better.

I have enjoyed my time on the Council and feel honored to be able to serve with this group of committed and devoted people. If circumstances allow and the members of Group II would vote for me again, I would happily sit on the Council for a second term. I encourage others to consider getting involved by sitting on the Council as well.

There is a sense of satisfaction in knowing that we have made a small difference in the lives of our community - whether that's through the picnic luncheon, the baseball trips, the yearly holiday party, helping with the Brotherhood Tree, collecting food stuffs for the less fortunate in the Bloomington/Normal area, or the educational scholarships that we are able to award on a yearly basis. I am proud to be a part of all that the Council represents and how we strive to represent our entire campus.

QUICK QUOTE

"Gratitude is a quality similar to electricity: it must be produced and discharged and used up in order to exist at all."

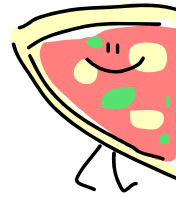
-- William Faulkner



[Source:
www.thanksgivingnovember.com/thanksgiving-quotes.html]

PIZZA SUCCESS

~ CHRISTA LAWHUN



Way to go! The Civil Service Council fundraiser with Monical's Pizza on October 10 raised \$125.49 for the Council's activities fund. The amount was higher than last year's fall fund-raiser.

Employees had been asked to dine at any Bloomington or Normal Monical's Pizza restaurants for lunch or dinner on October 10, and a predetermined percentage of the sales (when the flyer was presented) from that day was donated to the Civil Service Council.

Thank you all for your help!

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* staff (csopenline@ilstu.edu), or to any other Council member prior to the deadline.

UNIVERSITY POLICIES / PROCEDURES

3.1.10 WORKERS' COMPENSATION

Policy: Employees who suffer disability arising out of and in the course of their employment will receive leave or compensation if applicable and in accordance with the provisions of the Illinois Workers' Compensation and Occupational Diseases Acts. Compensation includes payment of medical bills and semi-monthly "paychecks" to replace lost earnings.

Procedures: An employee injured at work must notify the supervisor and call the State of Illinois Early Intervention Program at 1-800-773-3221 to report the injury and initiate the claim. If the injury is of a serious nature, the employee should seek medical attention immediately before informing the supervisor or making a call. The Student Health Service may be used for minor injuries. If the attending physician determines the employee is unable to return to work that day, the employee will receive regular pay for the remainder of the day of injury.



It is extremely important that employees follow these procedures when suffering an on-the-job injury or identifying a job-related illness. An outside agency will determine eligibility for Workers' Compensation benefits, based upon medical information provided by the physician and detailed Workers' Compensation claim forms the employee and supervisor must complete and forward to the Office of Environmental Health and Safety as soon as possible after the accident. A delay in submitting these written claim forms will delay Workers' Compensation benefits...

More information is available pertaining to this and other University policies on the policy Web site (www.policy.ilstu.edu).

JOINING THE PARADE

~ PAM BURRESS

Even though we didn't win a prize for participating in the Homecoming Parade on October 8, it was still fun to toss candy with the AP Council along the parade route. Hope all of you had fun too!



Top: Members of the Civil Service Council and AP Council decorate the truck before the parade.

Bottom: Civil Service Council member Martha Burk, along with Jan Jollynn Staley and daughter, wait for the parade to start.

DID YOU KNOW ...

... to ensure adequate representation of all Civil Service employee groups, a Council member who has more than six absences within a Council year will be replaced as provided for in Article IV, Section 2, D, of the Civil Service Council Constitution? Exceptions may be waived by vote of a majority of Council members.

For more information about the constitution of the Civil Service Council, visit the Documentation section on our Web site at <http://www.cscouncil.ilstu.edu/>.

CIVIL SERVICE COUNCIL REPRESENTATIVES

~ MELODY PALM

GROUP I: Vicki Bryan, 2320 Financial Aid (Fell Hall), 8-2782, vlbryan@ilstu.edu; Pat Schnitker, 4040 Graduate School (Hovey Hall), 8-2109, plschnit@ilstu.edu; Sarita Cox, 5570 MBA Program (College of Business Bldg), 8-2981, smcox@ilstu.edu

GROUP II: Jan Jollynn Staley, 5590 Marketing (College of Business Bldg), 8-7261, jjstaley@ilstu.edu; Barb Arbogast, 5121 School of Kinesiology & Rec (McCormick), 8-5952, barbogas@ilstu.edu; Linda Klawitter, 5020 Agriculture (Ropp Agriculture Bldg), 8-5655, ljklawit@ilstu.edu

GROUP III: Julie Caplinger, 6370 Center for Teaching, Learning & Technology (ITDC), 8-7582, jacapli@ilstu.edu; Jack Wylie, 1520 Central Receiving (John Green Food Serv Bldg.), 8-8011, jdwyli@ilstu.edu; Ron Thompson, 6380 Classroom Technology Support (Nelson Smith), 8-7732, rdthomp@ilstu.edu

GROUP IV: John Moss, 9000 Facilities Management (Physical Plant Office), 6-2413, jlmoss@ilstu.edu; Tom D. Ryan, 9100 Campus Services (Bone Student Center), 8-2222, tryan@ilstu.edu; John (Jac) Copes, 2610 Food Service (Watterson), 6-9944, jacopes@ilstu.edu

GROUP V: Martha Burk, 8900 Adventure of the American Mind (Milner Library), 8-3474, mjburk@ilstu.edu; Steven Lancaster, 2610 Campus Dining Services (John Green Bldg.), 8-2042, sjlanca@ilstu.edu; Melody Palm, 2640 Dean of Students (Bone Student Center), 8-2222, mapalm@ilstu.edu

CS COUNCIL EX-OFFICIO MEMBERS

~ MELODY PALM

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

Employee Advisory Committee Representative: Dave Turner, 9000 Facilities Services (Heating Plant), 8-5516, dturne@ilstu.edu

Campus Communications Committee Representative: Kevin Wiand, 3040 Research and Sponsored Programs, 8-2596, kgwiand@ilstu.edu

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

GOVERNMENT WEB LINKS

ILLINOIS STATE UNIVERSITY'S SHARED GOVERNANCE

Academic Senate www.academicsenate.ilstu.edu
Annuitants Association www.annuitants.ilstu.edu
Administrative/Professional Council www.apcouncil.ilstu.edu
Civil Service Council www.cscouncil.ilstu.edu
Student Government Association www.sga.ilstu.edu

STATE OF ILLINOIS

State Universities Civil Service System www.sucss.state.il.us
SUCSS Classification www.sucss.state.il.us/cpm.asp
Status Notices
U.S. Representative Jerry Weller weller.house.gov
11th Congressional District
State Representative Dan Brady www.rep-danbrady.com
88th Representative District
State Senator Bill Brady www.senatorbillbrady.com
44th Senate District
U.S. Senator Dick Durbin durbin.senate.gov
U.S. Senator Barack Obama obama.senate.gov

NATIONAL

National Education Association www.nea.org

CLASSIFIED ADVERTISEMENTS

For Sale - Other:

- Holiday Craft Show, Free Admission & Parking, November 19, 9 a.m.- 3 p.m., Normal West High School, 501 North Parkside Drive, Normal.
- Three piece oak veneer bookcase. \$200 or best offer. Can deliver. Call Ron or Kim at 454-3607 after 4 p.m.
- Expectant Moms! Pump-N-Style breast pump \$185. Arm's Reach co-sleeper to keep baby near at night. Excellent condition \$120. Call Elizabeth at 663-8860, 5 - 8 p.m.



Personal Service:

- 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 1000 systems installed with 100% success rate. Call David (Bud) Smith at 473-2955.

NEW EMAIL ADDRESS



In addition to the cscouncil@ilstu.edu e-mail address which sends e-mail to the 4 Council officers, the Civil Service Council now also has an e-mail address csopenline@ilstu.edu which sends e-mail to the *OpenLine* editor, the designer and the Council liaison. Feel free to use this new e-mail address to send in suggestions about the *OpenLine* or to submit articles.

OpenLine Classified Ad Submission Form

All information must be printed clearly.

First and Last name: _____

Employment status: Full time / part time / retired / _____

Home phone: (_____) _____ - _____

ISU phone: _____ - _____

Best time to reach you at your home phone: _____

E-mail: _____

Campus Box/Dept: _____

Check one category:

- Free Items (\$2) Personal Service (\$5)
 For Sale-Auto (\$5) Wanted (\$2)
 For Sale-Other (\$2)

ONE word per box. 20 words or less.

Send this completed form and payment by the 25th of the month to:

Pat Schnitker, 4040 Graduate School.

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

Visit www.ilstu.edu/depts/civilservice/documentation/openline/Ad.pdf for more information about advertising in the *OpenLine*.

