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OpenLine Newsletter

Civil Service Council

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8-2007

## OpenLine Newsletter, August 2007

Civil Service Council  
*Illinois State University*

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# OpenLine

OpenLine is published monthly by the **Civil Service Council** of Illinois State University, Campus Box 1830, Normal, IL 61790-1830.

**AGUSUT 2007**

**VOLUME XXXII, NUMBER 2**

## DATES TO REMEMBER

Aug. 24..... Next classified ad deadline  
Sept. 3..... Labor Day  
**Sept. 4.....Council meeting**  
Sept. 4.....Next *OpenLine* article deadline  
**Sept. 18.....Council meeting**  
Sept. 23..... Fall Begins

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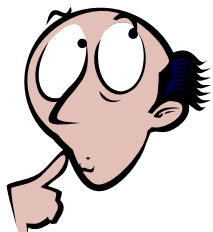
## STAFF

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PROOF READERS.....Patti Munster  
..... Ramona Garner  
COUNCIL LIAISON.....Melody Palm

## QUICK QUOTE

“To think is easy. To act is hard. But the hardest thing in the world is to act in accordance with your thinking.”

-- Goethe



[Source: [www.famous-quotes-and-quotations.com](http://www.famous-quotes-and-quotations.com) ]

## SCHOLARSHIP AWARDS

~ Melody Palm

### Carl Johanson Scholarship

The Carl Johanson Scholarship was endowed by Al and Elaine Goldfarb and is named for Elaine's father. The recipient must be an Illinois State University Civil Service employee and a student at ISU who is seriously working on a degree.

- This year's winner is **Laura E. White** of Communication Sciences and Disorders.
- A second staff scholarship is being awarded this year from the ISU Foundation Civil Service Council Scholarship funds. The recipient is **John Staley** of Telecommunications and Networking.

### Civil Service Dependant Scholarships

The Civil Service Dependant Scholarships are awarded to ISU students each year from ISU Foundation funds. Other scholarships may be awarded to students attending other schools using funds raised by the Civil Service Council. This year, the Council is pleased to announce seven recipients.

Congratulations to the winners, and their parents!

- **Trevor Huddleston**, son of Yvette Huddleston, Classroom Support
- **Jacob Johnson**, son of Michael Johnson, Facilities Management
- **Courtney Kinard**, daughter of Florence Buchanon, Financial Aid
- **Tiana Nevius**, daughter of Annette Nevius, Metcalf School
- **Traye Nevius**, son of Annette Nevius, Metcalf School
- **Kelsey Power**, daughter of Jeanne Munz, University Housing Services
- **Stephanie Tolbert**, daughter of Sharon Tolbert, Campus Dining Services

## ANNUAL PICNIC

~ Melody Palm

The Sixth Annual Lunch on Milner Plaza sponsored by the Civil Service Council will take place on **Friday, September 14 from 11:30 a.m. to 1 p.m.** The profits from this fund-raising event will benefit the Civil Service Scholarship Fund (for children of employees). Faculty, staff, retirees and students are invited to participate.

You may contact any Civil Service Council representative to purchase your tickets (see representative list on page 3). Alternately, you may send a check to Mark Buckley, 2610 Campus Dining Services. Please make checks payable to "Civil Service Council" and be certain to include your name(s), campus address and daytime phone number. The price for the lunch is \$6.00 per person. Since space is limited, please purchase your tickets early. Direct any questions pertaining to this event to the Civil Service Council officers ([cscouncil@ilstu.edu](mailto:cscouncil@ilstu.edu)).



## SERVICE AWARDS

~ Felicia Young

### 30 YEARS

- John Todd Helgeson, 3470 Administrative Information Systems, 8/29/1977



### 25 YEARS

- Cynthia Leiseberg, 9000 Facilities Management, 8/15/1982

### 20 YEARS

- Robert Earl Crawford, 5020 Agriculture, 8/2/1987
- Lori J. Cumpston, 0580 Payroll, 8/17/1987
- Richard Alan Meredith, 9100 Campus Services/Grounds, 8/3/1987
- Ronda Queen, 3200 University Advancement, 8/5/1987
- Tami Louise Radka, 3470 Admin Information Systems, 8/3/1987
- Connie Sue Taylor, 2600 University Housing Services, 8/17/1987
- Grace A. Taylor, 3500 Telecommunications & Networking, 8/16/1987
- Marcia Irene Taylor, 4240 English, 8/24/1987
- Steven P. Wolfe, 2610 Food Service, 8/10/1987

### 15 YEARS

- Cathy Jo Bess, 5060 Family & Consumer Sciences, 8/31/1992
- Judi Khalilallah, 2640 Bone Student Center, 8/3/1992
- Dolores Jean Lease, 1500 Mail Service Center, 8/3/1992
- Kevin Kyle McCrone, 2540 Student Health Services, 8/3/1992
- Kathleen Ann Pollock, 8000 Development-Information & Donor Services, 8/6/1992

### 10 YEARS

- Wayne X. Ellis Jr., 2610 Food Service, 8/4/1997
- Patsy M. Lucas-Edwards, 2600 University Housing Services, 8/18/1997
- Kathleen Viergutz, 2320 Financial Aid Office, 8/1/1997

## SOCIAL SECURITY AND SURS

~ Chris Schwelle



Current faculty, staff and annuitants are invited to attend the program, "What SURS Participants Need to Know about Social Security/Medicare" Noon – 1 p.m. Thursday, September 6, in the Old Main Room of Bone Student Center. The presenter will be Bill Carter of the local Social Security office. The event is sponsored by

the ISU Annuitants Association. For information contact Richard Dammers (rdammers@ilstu.edu or 664-5921).

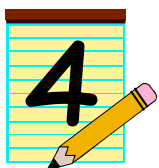
## BLOOD DRIVE

~ Julie Sheppelman

The ISU Police and Army ROTC are working together to sponsor a blood drive during the annual "Badges for Life" campaign. You can schedule an appointment on-line ([www.givelifegiveblood.org](http://www.givelifegiveblood.org)) for the Aug. 30, 2007 blood drive held from 11 a.m. to 4 p.m. at the Bowling and Billiards Center.



## NEXT OPENLINE ARTICLE DEADLINE



The next deadline to submit articles to the *OpenLine* newsletter will be **Tuesday, September 4**.

Articles, news and ideas pertinent to civil service employees can be sent to the Civil Service Council (cscouncil@ilstu.edu) or to the newsletter staff (cscopenline@ilstu.edu).

## POTPOURRI

~ Dianne Liebenstein

### BIRTHS – CONGRATULATIONS TO:

- Carol Pfoff, Provost Office, on the birth of her grandson, Sidney Joe Pfoff, May 18, 2007.
- Shauna Meyer, Biological Sciences, on birth of her son, Jacob Alexander Meyer, June 18, 2007, 6 lbs. 12 Oz. Cathy Garrelts, Office of the University Registrar, is the proud grandmother.



### DEATHS – OUR SINCEREST SYMPATY TO:

- Roger Homan, Facilities Management, on the death of his mother, and Colette Homan, Office of Human Resources, on the death of her mother-in-law, Edna Mae Homan on July 4, 2007.
- Fran Kaufman, Facilities Management, on the death of her parents, Catherine Twardowski and Aloysiu Twardowski on July 11, 2007.
- Gary Duffy, University Purchasing Office, on the death of his brother, Leslie Charles Duffy Sr. on July 12, 2007.
- Terry Brown, Facilities Management, on the death of his sister-in-law, Deborah Daniels on July 27, 2007.

### WELCOME TO ISU – JUNE 2007

- Teresha A. Bossingham, Admissions
- Jacob E. Degeal, Inst. Web Support Services
- Leslie A. Green, University Housing Services
- Shawn E. James, Campus Dining Services
- Greg A. Reeves, Facilities Management
- Anthony W. Thompson, Facilities Management

### PROMOTIONS – JUNE 2007

- Bradley D. German, Stationary Fireman, Facilities Management
- Robert A. Rice, Stationary Fireman, Facilities Management
- Marcia B. Strum, Administrative Asst. I, University Advancement



### RESIGNATIONS – JUNE 2007

- Derek A. Bruce, Milner Library
- Anthony H. F. Law III, University Housing Services
- Patsy M. Lucas-Edwards, University Housing Services
- Stephen R. Ross, Facilities Management

### RETIREMENTS – JUNE 2007



- Margie L. Casey, Facilities Management
- Nancy J. Doss, Biological Sciences
- Paulette Feit, Student Counseling Services
- Thomas L. Schmitt, Facilities Management
- Connie Sue Taylor, University Housing Service

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 ([dbliebe@ilstu.edu](mailto:dbliebe@ilstu.edu)) to report births, marriages, or deaths of immediate family members.

## CIVIL SERVICE COUNCIL CONSTITUTION

### Article XI – Ratification

All approved amendments shall be presented to all Civil Service employees in a status position who have successfully completed their initial probationary period for ratification. An amendment shall be considered ratified if it receives a majority vote of those voting, provided that the amendment has been distributed to all Civil Service employees in a status position who have completed six months of continuous service at least 15 days prior to the balloting.



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

## WHAT IS MY COUNCIL GROUP NUMBER?

Ever wonder which of the five Civil Service Council groups represents you? The Civil Service Council is made up of Civil Service members representing five constituent groups at Illinois State University. There are three members on the Council that represent each group. The council members are elected by ISU civil service employees.



Any civil service employee in a status position who has successfully completed his/her initial probationary period is eligible to be elected to serve a 3-year term on the Civil Service Council. Each constituent group is organized by job classification, thus the 3 Council members in the group that represents you depends on your current job classification.

For the next five months, the *OpenLine* will publish the job classifications in one of the groups, starting with this issue and with Group I. If you find your job classification listed in the next column, this is the group that represents you on the Civil Service Council. (See the Council representatives listed below for your elected representatives.)

### CIVIL SERVICE COUNCIL REPRESENTATIVES

**Group I — Sarita Cox**, 5570 MBA Program (College of Business Bldg), 438-2981, smcox@ilstu.edu; **Vicki Bryan**, 2320 Financial Aid (Fell Hall), 438-2782, vlbryan@ilstu.edu, **Jeanette Harrison**, 3460 Scheduling Office (Moulton), 438-8680, jlharri2@ilstu.edu

**Group II — Linda Klawitter**, 5020 Agriculture (Ropp Agriculture Bldg), 438-5655, ljklawit@ilstu.edu; **Jan Jolynn Staley**, 5590 Marketing (College of Business Bldg), 438-7261, jjstaley@ilstu.edu; **Barb Arbogast**, 5121 School of Kinesiology & Rec (McCormick), 438-5952, barbogas@ilstu.edu

**Group III — Julie Caplinger**, 6370 Center for Teaching, Learning & Technology, (ITDC), 438-7582, jacapli@ilstu.edu; **Ted Coussens**, 6380 Classroom Technology Support (Nelson Smith Bldg), 438-7412, tacouss@ilstu.edu; **Brian Huonker**, 6350 Institutional Web Support (Old Union), 438-3680, bkhunok@ilstu.edu

**Group IV — John (Jac) Copes**, 2610 Food Services (Watterson), 436-9944, jacopes@ilstu.edu; **Tom Cotton**, 9100 Campus Services (Grounds), 438-2035; **David Bagnell**, 9000 Facilities Management/Plumber (Carter Harris), 438-5611, djbagne@ilstu.edu

**Group V — Theresa Sanchez**, 2202 ISU Evaluations Services (Moulton), 438-2500, tasanch@ilstu.edu; **Mark T. Buckley**, 2610 Campus Dining Services (Watterson), 438-5370, mtbuckl@ilstu.edu; **Melody Palm**, 2640 Dean of Students (Bone Student Center), 438-3930, mapalm@ilstu.edu

### THANK YOU NOTE

~David Turner



*On July 19 and 20, ISU hosted the quarterly meeting of the State Universities Civil Service Advisory Committee. The Civil Service Council would like to express its appreciation to the employees at Human Resources, the staff at Student*

*Services Building, and the staff at Campus Dining for all of their assistance in making everyone involved feel welcome.*

*We would also like to thank Ira Schoenwald for his welcome and opening address to the committee. The Council would like to express gratitude to those ISU staff members and the ISUAA representative who came to the meetings on their own time to observe.*

### Civil Service Constituent Group 1

Admin Space I	Opr Data Entry III
Admin Space II	Opr Data Entry IV
Advisor Financial Aid I	Opr Digital Computer I
Advisor Financial Aid II	Opr Digital Computer II
Advisor Financial Aid III	Opr Duplicating Mach I
Assistant Clerical	Opr Duplicating Mach II
Assistant Human Resource	Opr Duplicating Mach III
Assistant Library	Opr Key Punch I
Asst Broadcasting Program	Opr Key Punch II
Asst Golf Course Pro-Shop	Opr Key Punch III
Asst Home Ec Staff I	Opr Key Punch IV
Asst Home Ec Staff II	Opr Telephone I
Asst Human Resource I	Opr Telephone II
Asst Human Resource II	Opr Telephone III
Asst Human Resource III	Opr Word Processing I
Asst Purchasing Agent	Opr Word Processing II
Attdt Bowl & Billiard Ctr	Opr Word Processing III
Attdt Main Desk	Rep Client Relations I
Cashier Food Service	Rep Client Relations II
Cashier I	Rep Client Relations III
Cashier II	Rep Customer Service I
Cashier III	Rep Customer Service II
Cashier IV	Rep Customer Service III
Clerk	Spec Academic Contract
Clerk Accounting	Spec Collection I
Clerk Accounting I	Spec Collection II
Clerk Accounting II	Spec Collection III
Clerk Accounting III	Spec I Admiss/Records
Clerk Chief	Spec I Comm Services
Clerk Chief Library	Spec II Admiss/Records
Clerk Distribution	Spec II Comm Services
Clerk I	Spec Med Insurance I
Clerk II	Spec Med Insurance II
Clerk III	Spec Med Insurance III
Clerk Inventory	Spec Test
Clerk Library	Specialist Payroll I
Clerk Library I	Specialist Payroll II
Clerk Library II	Specialist Payroll III
Clerk Library III	Storekeeper I
Clerk Patient Unit I	Storekeeper II
Clerk Patient Unit II	Storekeeper III
Clerk Payroll	Supvr Duplicating Service
Clerk Payroll II	Supvr Mailing Serv I
Clerk Payroll III	Supvr Of Telephone Mktg
Clerk Payroll IV	Supvr Public Functions
Clerk Staff	Supvr Retail Services
Clerk Statistical	Supvr Snack Bar
Clerk Transportation	Supvr Ticket Control
Clerk Typing I	Tech Account I
Counselor Benefits I	Tech Account II
Counselor Benefits II	Tech Account III
Dispatcher Routing I	Telecommunicator Police
Dispatcher Routing II	Typesetter I
Dispatcher Routing III	Typesetter II
Messenger Mail	Typesetter III
Mgr Patient Unit	
Officer Purchasing III	
Opr Copy Center	
Opr Data Entry I	
Opr Data Entry II	

## HOMECOMING 2007 SCHEDULE OF EVENTS

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### **Friday, October 5**

10 a.m.-3 p.m. Campus Decorating Contest Judging

### **Monday, October 8**

10 a.m. - 4 p.m. Give the Red & Spread the Red Blood Drive  
Bowling and Billiards Center  
6 p.m. Dinner & Music on the Quad

### **Tuesday, October 9**

11:00 a.m. - 1:15 p.m. Faculty-Staff Luncheon in Brown Ballroom  
6:30 p.m. Recreational/Team Competition Events, Hancock Stadium

### **Wednesday, October 10**

4 p.m. Tree Walk, Sassafras Seating Area-west of Hovey Hall, Quad  
5 p.m. Claire Berger Dream Dorm Do Over Big Reveal, Prairie Room, BSC  
5:30 p.m. WGLT Bar-B-Quad, featuring Delta Kings Blues Band, Quad

### **Thursday, October 11**

7 p.m. Casino Night, Brown Ballroom

### **Friday, October 12**

All day Alumni Day  
All day Redbird Walk, uptown Normal and downtown Bloomington merchants  
Noon Homecoming Luncheon, Brown Ballroom, Bone Student Center  
Noon - 7 p.m. Homecoming InfoCentre, Bone Student Center  
Noon - 7 p.m. Homecoming Central in Bone Student Center  
6 p.m. Torchlight Parade, begins at Hewett/Manchester Basketball Courts  
7 p.m. Basketball Hoopfest, Redbird Arena  
7 p.m. Walker and Dunn-Barton Hall Resident and Alumni Reception, Chatter's  
7:30 p.m. *The Who's Tommy*, Center for Performing Arts  
8 p.m. Prism Concert, Center for Performing Arts  
8:15 p.m. Bonfire/Pep Rally/Fireworks/Music, North Entrance of Redbird Arena  
8:30 p.m. Crowning of Student Homecoming King & Queen, North Entrance of Redbird Arena

### **Saturday, October 13**

All day Redbird Walk, uptown Normal and downtown Bloomington merchants  
7 a.m. Town & Gown 5K Run, Schroeder Hall  
7:30 - 11:30 a.m. Homecoming InfoCentre, Bone Student Center  
7:30 - 11:30 a.m. Homecoming Central, Circus Room in Bone Student Center  
9 a.m. Residence Hall Tours  
9:30 a.m. Parade, step off corner of College Ave. & University St.  
10:30 a.m. Tailgating, Redbird Tent Zone  
10:30 a.m. Diversity Tailgate, Redbird Tent Zone  
10:30 a.m. Alumni Tent  
1:30 p.m. Football Game-ISU vs. Indiana State  
4:30 p.m. Greek Alumni Reunion, Redbird Tent Zone  
6 p.m. Gala  
7:30 p.m. *The Who's Tommy*

### **Sunday, October 14**

10 a.m. Walker and Dunn-Barton Hall Staff Memory Brunch, Chatter's  
10:30 a.m. BCA Scholarship Brunch, DoubleTree Hotel & Conference Center  
Noon Women's Soccer Game, Redbirds vs. Creighton, Adelaide Soccer Field



**For more information on any of the events listed, please call Alumni Relations at (309) 438-2586  
or visit the Homecoming Web site at <http://www.alumni.ilstu.edu/homecoming/>**



## ISU AND TOWN OF NORMAL 5-K RUN

~ Juliana Duncan



It's that time to get out your running shoes! The annual Town & Gown 5-K Run will be held on Saturday, October 13, 2007 at 7 a.m. The race will kick-off all of the festivities on Homecoming weekend!

Be one of the first 120 runners to sign up for the Town & Gown 5-K Run and you will receive the spectacular Homecoming 5-K Run T-shirt!!

The 5-K run will start at 7 a.m., with registration and check-in beginning at 5:30 a.m. in the Schroeder Hall entrance at the corner of College and University. The race will precede the ISU Homecoming Parade and will be run over two laps of the revised parade route.

Prizes will be awarded to overall male and female winners, and to the top three male and female finishers in the following divisions: 14 & under, 15-19, 20-24, 25-29, 30-34, 35-39, 40-44, 45-49, 50-54, 55-59, 60 and over, wheelchair racers.

The entry fees are as follows: \$15 if received by October 10; \$20 if received after October 10.

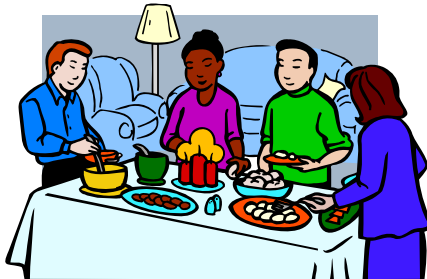
For additional information and to either register on line or print a registration form, go to the ISU Homecoming Web site at <http://www.alumni.ilstu.edu/homecoming/> and click on the Town & Gown 5-K Run link.

If you have specific questions, please contact **Juliana Duncan**, 5-K Run Director at 438-2495 or [jedunca@ilstu.edu](mailto:jedunca@ilstu.edu)

**Please continue to help ISU  
"Spread the Red!"**

## FACULTY/STAFF APPRECIATION LUNCHEON

The Faculty/Staff Appreciation Luncheon will be on Tuesday, October 9 at the Bone Student Center Brown Ballroom. Food Service will be from 11 a.m. to 1:15 p.m. The Program will take place at 12:30 p.m. and will include recognition of the Civil Service Council Scholarship recipients. Watch for more information.



## FRIVOLOUS FACTS



The Zip Code 12345 is assigned to General Electric in Schenectady, New York.

[Source: <http://www.nicefacts.com/>]

## RECIPE REVEAL

**RAW BROCCOLI SALAD:** Submitted by Pam Burress

- ✓ 2 lbs. (4 cups) broccoli florets
- ✓ ¼ cup minced red onion
- ✓ 2 tbs. sugar or sugar substitute
- ✓ 2 tbs. cider or red wine vinegar
- ✓ 2 tbs. low-fat mayonnaise
- ✓ 2 tbs. sunflower seeds
- ✓ 3 tbs. seedless raisins
- ✓ Optional: bacon bits and/or pecans



Chop broccoli into bite size pieces and set aside. Whisk together the remaining ingredients. Add to broccoli, and turn to coat. Chill and serve.

**LEMON FLUFF:** Submitted by Grace Taylor

- ✓ 2 boxes lemon gelatin
- ✓ 1/2 cup sugar
- ✓ 1/4 cup lemon juice
- ✓ 1 cup boiling water
- ✓ 1 teaspoon lemon extract
- ✓ 1 can chilled Milnot (or 1 package whipped topping mix)
- ✓ 1/4 cup sugar
- ✓ 1 teaspoon vanilla



Dissolve gelatin and sugar in boiling water. When cooled, add lemon juice and lemon extract. In a separate bowl, whip Milnot, adding 1/4 cup sugar while whipping. Add vanilla, and then fold into cooled gelatin mixture.

Crust and Topping

- ✓ 1 2/3 cup rolled graham crackers
- ✓ 1/4 cup sugar
- ✓ 1/4 cup softened butter
- ✓ Maraschino cherries, optional

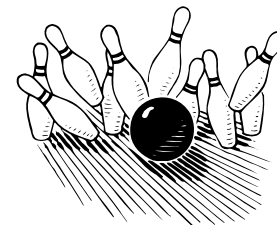
Combine graham crackers, sugar, and butter. Line bottom of a dish with crumb mixture, reserving a small portion for a topping. Spread lemon filling on top of crust. Sprinkle reserved crumb mixture on the filling. Top with maraschino cherries if desired.

## FACULTY/STAFF WELLNESS BOWLING LEAGUE

~ Gary Duffy

The Faculty/Staff Wellness Bowling League will be getting under way soon and welcomes bowlers. Faculty, staff, retirees, spouses and immediate adult family members living in the family residence are eligible to participate.

The schedule is being set, but tentatively the league will begin Wednesday, Aug. 29 at 4:30 p.m. in the BBC and the team will bowl approximately 29 weeks, every Wednesday, excluding Thanksgiving, Christmas and New Year's. If interested in signing up, there will be an organizational meeting on August 22 at 4:30 p.m. in the BBC or contact:



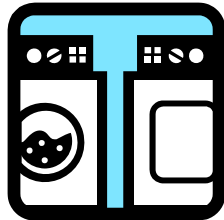
**Gary Duffy** by phone (8-2214) or e-mail ([glduffy@ilstu.edu](mailto:glduffy@ilstu.edu))  
**Dan Stanislaus** by phone (8-2709) or e-mail ([dwstani@ilstu.edu](mailto:dwstani@ilstu.edu))

It is not necessary to attend the organizational meeting to join and there may possibly be more openings after the league begins. Please contact Gary or Dan if you would like to join the league.

## CLASSIFIED ADVERTISEMENTS

### For Sale - Other:

- Whirlpool-Kenmore-Roper Washers & Dryers. Six-month warranty on each unit. Call Dave's Sales & Service, 309-830-3315.



### Personal Service:

- For tree and shrub trimming, please call Carl or Terry at 530-5137 or 527-4492. For firewood, please call Carl or Terry at 365-8466.
- Radon— #1 cause of lung cancer among non-smokers. Questions? Call David Smith, (309) 473-2955, licensed radon professional #98102.

## 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 (cscopenline@ilstu.edu) or to any other Council member at their e-mail address prior to the deadline.



### *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 25<sup>th</sup> of the month to:

**Theresa Sanchez, 2202 Evaluation Services, 438-2500.**

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

Visit <http://www.cscouncil.ilstu.edu/documentation/openline.shtml> for more information about advertising in the *OpenLine*.

