

# Governors State University

## Civil Service Senate

### Minutes

Tuesday, November 10, 2015

11:00 a.m. – Room D1496

**Meeting was called to order at 11:09am by Sheryl Jones-Harper. Roll call was done by Joyce Giroux.**

	Present	Excused	Absent		Present	Excused	Absent
Paula Cosenza (2016)	X			Shaniqua Jones (2017)	X		
Candace Dade (2016)	X			Sheryl Jones-Harper (2016)	X		
Dennis Dent (2016)			X	Sandi Kawanna (2016)	X		
Melody Easterling (2017)	X			Audrey McIntyre (2016)		X	
				Susie Morris (2017)			X
Dorothea Franklin (2016)	X			Eric Nicholson (2016)	X		
Kathleen Frossard-Fisher (2017)	X			Gina Ragland (2016)	X		
LaSheena Fuller (2016)	X			Senator Opening			
Joyce Giroux (2016)	X			Raquel Rios-Aguirre (2016)	X		
Adrienne Gray (2017)		X		Karen Sinwelski (2017)	X		
Melissa Hill (2017)	X			Senator Opening			
Lynette Johnson (2017)	X			Sabrina Slocum (2017)		X	
				Merri Wilkerson (2017)	X		

**Guests: None**

**Approval of Minutes:** The October 2015 minutes were reviewed by all; Merri Wilkerson made a motion to approve the minutes; Shaniqua Jones 2<sup>nd</sup> the motion; all voted in favor by voice vote. Motion carried; October minutes were approved.

**Committee Reports:**

1. **Governance Committee – Eric Nicholson** Eric stated that a new CSS Vice President needs to be elected at this meeting and 2 senator vacancies need to be filled. Debra Sbalchiero mentioned to Eric that she would like to be a civil service senator again, so Eric nominated her to fill the vacancy; Karen Sinwelski 2<sup>nd</sup> the nomination, all approved

the nomination by voice vote. Sheryl asked for nominations to replace the vice president's position which was recently vacated by Latonia Richmond. Shaniqua Jones and Gina Ragland both stated that they were interested in the position. Sheryl nominated each and then voting commenced. Votes were counted, Shaniqua received 4 votes, Gina received 11 votes. Gina accepted the position and became the new CSS vice president. Since Gina is now the financial secretary, she will be relinquishing that position and someone else will need to step up and fill that spot. Election for financial secretary will be in January 2016.

2. **Correspondence Committee – LaSheena Fuller** LaSheena reported that bereavement plants were sent out for Latonia Richmond's grandmother and Mona Douglas's husband. The correspondence committee is almost finished with the CSS newsletter for fall and should be emailing it to all civil service employees soon. A taffy apple sale flyer was sent out announcing the sale on Nov. 11 in the Hall of Governors.
3. **Financial Committee – Gina Ragland** Funds were spent on business cards and name badges for the new senators.
4. **Affairs Committee – Gina Ragland/LaSheena Fuller** Gina reported that the Taffy Apple sale date was changed to November 11, in the Hall of Governors. The apples will be selling for \$1.50 each or 4/5.00. Gina is expecting about \$200.00 in profit from the apple sale. For CSS Day, we are still working with a tight budget and the luncheon expense is exceeding last's year cost. Gina will be contacting an outside catering vendor to get a competitive quote in order to stay within our budget. The fall vendor fair and the annual Thanksgiving pie auction will bring in some much needed revenue to the Civil Service Senate. Some of entertainment for Civil Service Day will be a comedian, the GSU A Capella Choir and a local high school jazz band.
5. **Employees of the Month Report – Raquel Rios** Raquel reported that the October and November employee of the month have been voted upon and the winners will be announced soon. HR will be sending out a ballot in early December to vote for the employee of the year.
6. **EAC Report – Ann Jaso** No report this month.
7. **Educational Assistance Fund Report – Candace Dade** Candace mentioned that 2 winners were announced recently, via email, to receive the Fall 2015 educational assistance award.
8. **PRC/PBAC/BOT-Administration Meeting- Sheryl Jones Harper** Sheryl mentioned that the Council of Council meeting went well, and the workshops were productive.

**Old Business:** None

**New Business:** Sheryl mentioned that she had recently met with Joyce Coleman, HR Vice-President, about the proposed Professional Development Day. It has not been approved as of yet, but Joyce has been working on developing information on how employees can work up to the next classification level.

**Adjournment:** Sheryl made a motion to adjourn the meeting. LaSheena Fuller seconded the motion. All voted in favor by voice vote. Motion carried. Meeting adjourned at 12:09p.m.