

Governors State University

Civil Service Senate Minutes

Tuesday, July 15, 2014
11:00 a.m. – Room D1496

Meeting was called to order at 11:11 a.m. by Laura Owens. Roll call was done by Gina Ragland.

	Present	Excused	Absent		Present	Excused	Absent
Paula Cosenza (2014)	X			Audrey McIntyre (2016)	X		
Candace Dade (2016)	X			Eric Nicholson (2016)	X		
Dennis Dent (2016)			X	Laura Owens (2015)	X		
Lauren Esolato (2015)	X			Gina Ragland (2016)	X		
Dorothea Franklin (2016)	X			LaTonia Richmond (2015)	X		
LaSheena Fuller (2016)	X			Raquel Rios-Aguirre (2016)		X	
Joyce Giroux (2016)	X			Mary Rothenberg (2015)	X		
Adrienne Gray (2015)	X			Debra Sbalchiero (2015)	X		
Cassandra Ingram (2016)		X		Karen Sinwelski (2015)	X		
Shawn Jones			X	Scott Smith (2015)			X
Sheryl Jones-Harper (2016)	X			Sabrina Slocum (2015)			X
Sandi Kawanna (2016)	X			Merri Wilkerson (2015)	X		

Guests: Pulchratia Kinney-Smith, Sandra Alvarado, and Yonterme Banks

Approval of Minutes:

Approval of CS Meeting Minutes for June 10, 2014 – Some corrections were noted to the minutes. These corrections are as follows: Sandi Kawanna and Karen Sinwelski were present at the June meeting. Karen Sinwelski moved and Sandi Kawanna seconded the approval of the June minutes with the corrections. All approved the June minutes with the corrections by voice vote.

Committee Reports:

1. **Governance Committee** – Eric Nicholson: Executive Officer Nominations/Selections today for President, Recording Secretary, and Financial Secretary. Each office is a two year term. President nominations: Sheryl Jones-Harper and LaTonia Richmond. Sheryl

received 10 votes, LaTonia received 6 votes. Pulchratia and Sandra counted the ballots. Note: Audrey McIntyre missed the Presidential vote. Recording Secretary nominations: Joyce Giroux and Lauren Esolato. Joyce received 8 votes and Lauren received 9 votes. Financial Secretary nominations: Gina Ragland. No one contested. Lauren Esolato moved to accept Gina Ragland as Financial Secretary by affirmation. Adrienne Gray seconded the motion. All in favor by voice vote. The offices of Vice President and Corresponding Secretary were left vacant because of the new officer elections. These positions will be one year terms to fulfill the vacant year. LaTonia Richmond was nominated for the Vice President position. No one contested. Sandi Kawanna moved to accept LaTonia Richmond as Vice President by affirmation and Karen Sinwelski seconded the motion. All were in favor by voice vote. Corresponding Secretary nominations: Laura Owens and Eric Nicholson. Laura Owens received 10 votes and Eric Nicholson received 7 votes. After the elections concluded, Laura passed around a sheet for everyone to sign up for a committee.

2. **Employees of the Month** – They are looking for a committee chair.
3. **EAC Report** – No report. Ann Jaso will be attending the EAC Council meeting in July. There are some things in the works and more will unfold as they have more meetings.
4. **Financial report** – Sheryl assumed the role in Shelina's absence. The photo booth was paid for the picnic and a PO for will Ice Cream Day was established.
5. **Correspondence Committee** – Lauren Esolato needs submission of articles by the end of the month, July 30th. Submissions can include recipes, something you should know, and tips. Anything going on around campus, any events, and anything going on with Civil Service employees.
6. **Educational Assistance Fund Report** – Need a new point person. Lynne Clayton is no longer with the Senate. The next award will be in September.
7. **Affairs Committee** – Gina Ragland reported that July 31st will be the first breakfast cart. Financial Services will be the first department we will host the breakfast cart in. We will go to a specific department and hand out breakfast items (such as, mini muffins, fruit juice, fruit and coffee) as a thank you to Civil Service employees in that department. An Ice Cream Social will be held July 23 in the HOG. Gina passed around a sheet for volunteers. The GSU Picnic is on August 8, 2014. This year we have a Jaguar theme. Please save the date and plan on attending.
8. **Personnel Resolution Committee** – Sheryl Jones-Harper will now form a standing committee for employee resolutions. This is a non-biased committee made up of exempt and non-exempt civil service. They typically listen to both sides of the story and make a decision based on the evidence presented and give their opinion to HR. They meet whenever needed. It should be in place and you would serve a two year term. We need 5 people on this committee.
9. **PBAC/BOT/Pres. Meeting:** Civil Service Rep. Laura Owens – Everyone should have seen their increases by now on their paycheck, except for the one group still in contract negotiations.
10. EAC: Ann Jaso sent a SURS updated newsletter via email. Please read it.

Old Business: October 15th ? – Board of Trustees/Civil Service Retreat. This date will need to be confirmed. Laura also elaborates on Civil Service Salary line position and when it may be revisited by HR. Now that negotiations are done, we need to revisit this with HR.

New Business: Sheryl suggested that we form a Assistance Award for Professional Development. Sheryl makes a motion to form a Professional Development Assistance Award Committee. Laura Owens seconded the motion. All were in favor by voice vote.

Adjournment: Laura Owens moved to adjourn the meeting. Sandi Kawanna seconded the motion. All voted in favor by voice vote. Motion carries. Meeting adjourned at 12:17 pm.