

10-12-2010

Meeting 2010-10-12

Civil Service Senate

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Governors State University

Civil Service Senate

Minutes

Tuesday, October 12, 2010

11:00 a.m. – Room D1496

Meeting was called to order at 11:09 a.m. by Laura Owens. Roll call was done by Lynne Clayton.

Present: Lynne Clayton, Paula Cosenza, Andrea Dal Polo, Joyce Giroux, Shelina Jenkins, Sheryl Jones-Harper, Sandi Kawanna, Marlene Lees, Tiffani Malvin, Eric Nicholson, Laura Owens, Gina Ragland-Owolabi, Renee Rainey, Crystal Richards, Karen Sinwelski, Pat Smith, Pam Taylor, Cynthia Woodard

Excused: Kathy Miller, Kelly Robinson

Absent: Raymond Foster, Bill Kelly, Raquel Rios-Aguirre, Karen Stuenkel

Welcome and Comments – President, Laura Owens congratulated Renee Rainey for being Employee of the Month for September. She reiterated the importance of the senators attending the Council of Council meeting next Friday, October 22nd and reminded us that any donation for the door prizes should be dropped off with Kathy Miller. Laura informed us that the Board has approved the carpenter's union Chicago Regional Council of Carpenters of Chicago for salary increases as follows: FY 09-10 = 0%; FY 10-11 = 0%; FY 11-12 = 2.5%; FY 12-13 = 3.5%. Next month, the Board will vote on all the other unions. It is assumed that the same raise percentages will be approved for everyone else. She also mentioned that the Board has approved one Personal Evaluation day to be taken anytime between October 1, 2010 and June 30, 2011.

Approval of Minutes:

September minutes were read. A motion from Tiffani Malvin to accept the minutes with the correction of Sheryl Jones-Harper's name being corrected from "C" to "S" in two instances, was made. Sandi Kawanna seconded. All were in favor.

Committee Reports:

1. **Governance Committee** – Eric Nicholson – Bill Kelly has requested to resign from the Senate citing his unavailability to attend meetings and functions. Eric Nicholson moved that we accept Bill's resignation, Shelina Jenkins seconded, and the senate sadly approved his resignation. Ann Jaso, from the College of Health Professions, was the next nominee up at the last election and when contacted, readily accepted serving out Bill Kelly's term. The Senate approved this change and look forward to welcoming Ann at the November meeting. Bill Kelly's departure leaves a "Member-at-Large" vacancy on the Executive Committee. Both Cindy Woodard and Karen Sinwelski were nominated to fill that position. After a paper vote, Cindy Woodard was elected with a vote of 12 to 6.

2. **Financial Report** – Joyce Giroux – She is still waiting for all the bills from the picnic. She did report that condolence flowers were sent to the family of Mark Gayton.
3. **Council of Council Committee Report** – Tiffani Malvin – 57 people have RSVP'd for the COC next Friday. Tiffani informed us that there appears to be a good representation from the State universities that will be in attendance. The menu has been decided and includes soup and sandwiches, the Fiesta Taco Bar, a Cesar's salad and lemon bars and cakes for dessert, with cookies and pop served during the afternoon roundtables. It was suggested that as many of the Senators that can attend both the Thursday night dinner at The Olive Garden and the COC meeting on Friday should do so. Andrea Dal Polo suggested that having a senator or two in the lobby of The Olive Garden early on would help ease congestion and make our guests feel welcome as they arrive for dinner. Lynne Clayton suggested that each senator think carefully about their attire on Friday, as we want to make a good impression as hosts of this event. It was also suggested that Geoff Bates be formally invited to lunch on Friday. Lynne Clayton requested some "bag stuffer" volunteers. She will check the availability of G261 next week and invite the volunteers who include herself, Pat Smith, Tiffani Malvin, Cindy Woodard, Kathy Miller, Renee Rainey and Pam Taylor (if their schedule will so allow) once a date and time has been secured.
4. **Newsletter** – Marlene Lees – Marlene let us know that the next issue is slated for December. She is hoping that it will be completed by November 15th, so if you have any articles or tidbits, please get them to her ASAP. The focus of the December issue will feature our own Baysore winner, Kathy Miller. The issue will also highlight the COC, the Chili Dog Day Afternoon and will publicly thank all Civil Service Employees for their time and efforts for all the events that we do that require not only volunteers, but participants.
5. **Educational Assistance Fund Report** – Lynne Clayton – It was noted that Daniel Gould is now in possession of his assistance award. Lynne informed us that Senatha Jenkins is just finishing up the submissions for FB10 and the committee hopes to have some requests for approval by next month.
6. **Affairs Committee** – Renee Rainey
 - a. **Chili Dog Day Afternoon** - Renee told us that Cindy Woodard was getting quotes for the Chili Day event. It appears that GSF is the lowest bidder. She will take that information back to FSI to see if they can match it and if not, have them sign off on permission to use GSF. Cindy said that none of the places she contacted had a viable vegetarian option, and Lynne Clayton said she checked at Sam's Club and they too, do not have vegetarian chili. Since the number of respondents for the event who are requesting a vegetarian option are just a handful, Lynne volunteered to make a crock pot of meatless chili for the event. Several people handed her some money to offset the cost of making the chili.

- b. **Ping-Pong Tournament** - Renee made a request on behalf of Karen Caesar-Smith for volunteers for the ping-pong tournament to be held at GSU on Saturday, November 20th. A number of people said that they would help and will contact Karen.
- c. **Bake Sale** – It is scheduled for November 16th, the same day as the Arts & Crafts Faire, more information and a call for baked goods and volunteers will go out closer to the event.
- d. **Crafts & Arts Faire** – Karen Stuenkel, who is was not present at the meeting, is in charge of this event and will give us more information at a later date.
- e. **Civil Service Day** – Thursday, December 9th has been chosen for this event. The theme will be “It’s a Wonderful Life” with angels and bells being part of the table decorations. Renee will make a request of Gebe/Provost’s Office for funds to purchase these decorations. A request of the Foundation will also be made to supply drinks for the event. Renee also asked the senate for donations for the door prizes.

New Business: None at this time.

Old Business: Not addressed at this time.

Adjournment: Motion to adjourn the meeting was made by Sandi Kawanna, seconded by Karen Sinwelski. All agreed. Meeting was adjourned at 12:10 pm