

5-19-2005

## Meeting 2005-05-19

Civil Service Senate

Follow this and additional works at: [http://opus.govst.edu/civilservicesenate\\_minutes](http://opus.govst.edu/civilservicesenate_minutes)

---

### Recommended Citation

Civil Service Senate, "Meeting 2005-05-19" (2005). *Civil Service Senate Minutes*. Paper 16.  
[http://opus.govst.edu/civilservicesenate\\_minutes/16](http://opus.govst.edu/civilservicesenate_minutes/16)

This Minutes is brought to you for free and open access by the University Governance at OPUS Open Portal to University Scholarship. It has been accepted for inclusion in Civil Service Senate Minutes by an authorized administrator of OPUS Open Portal to University Scholarship. For more information, please contact [opus@govst.edu](mailto:opus@govst.edu).

Governors State University  
**Civil Service Senate**

Minutes  
May 19, 2005  
10:30 a.m.  
Hall of Honors

Civil Service Senate President Kathy Miller opened the meeting at 10:37 a.m. Today's meeting is considered to be informal due to lack of quorum.

**Present:** Susan Bell, Marva Hampton, Rhonda Jackson, Kathy Miller, Jana Sheely, Karen Sinwelski, Karen Stuenkel, Cathy Swatek

**Excused:** Donna Finn, Martha Hellman, William Kelly, Cindy Matthias, Audrey McIntyre, Eric Nicholson, Stephanie Wenzel, Cynthia Woodard

**Absent:** Debra Boyd, Mary Hellings, Blondia Jasper, Sean Jones, Pat Rogala, Scott Smith, Janice Washington

**Minutes of April 21 Meeting:** Approval postponed to June meeting due to lack of quorum

**Suspension of Agenda:** Moved, seconded, passed

**Special Guests:** Linda Buyer, co-chair of Strategic Planning Committee, Faculty - P & C, COE

Linda Buyer shared information on the progress made by the Strategic Planning Committee in revising the university's previous Strategic Plan. Per Linda, the old plan was far too broad, so the mission of the current Committee was to consolidate the plan into high-priority items. After careful consideration the Committee isolated five overlapping areas of high-priority concentration and proposed measures with which to attain each goal.

In no particular order, they are:

- Student Experiences, Quality Instruction, and Scholarship  
Focus on licensing exam scores, assessment of program outcomes and scholarship re: teaching or discipline
- Managing Enrollment & Retention through Graduation  
Focus on drop out/graduation rates, retention-related scholarship, and satisfaction
- Improved Internal Operations and Services  
Focus on timeliness, error rates, and satisfaction
- External Relationship Building  
Focus on collaborative projects, workshops/courses for non-students, and advisory groups
- Increased Funding to Support the University Mission  
Focus on dollars donated, grants applied for and awarded, and fee-based course offerings

Kathy Miller thanked Linda Buyer for joining us today.

**New Business:**

Kathy Miller gave an overview of the Collegiate License Plate program as a potential fundraiser for GSU: with 850 signatures, a university may petition the state to join the program which would provide \$25.00 per license plate purchased/plate renewal. Kathy has created petition sheets and distributed them to those present who wanted to assist in getting signatures.

Kathy wished a speedy recovery to Eric Nicholson, who was scheduled for surgery at MacNeil Hospital in Berwyn. It was requested that Eric be sent a 'Get well' plant and that Paula Cosenza be sent a 'Sympathy' plant.

Although election reports were distributed, a vote on accepting results will be postponed until the next full meeting, due to the informal status of this meeting.

Kathy recently suggested to Chuck Connolly of Public Affairs that bereavement notices once again be channeled through the Public Affairs Office. Several recent incidents indicate that the GSU community would be best served by having an official procedure for uniform notices of bereavement.

Kathy announced that she will continue making certificates for Civil Service retirees thanking them for their service.

**Committee Reports:**

1 – EAC Report, Cathy Swatek:

Kathy Miller extended gratitude for all of Cathy's hard work and dedication as our EAC representative and acknowledged the terrible loss that the GSU community faces with her pending retirement.

- Cathy attended the Merit Board meeting: there will be some changes in procedures – EAC reps will no longer be responsible for finding attorneys and judges for discharge hearings - stay informed by checking the website.

- The new Library Series is almost complete and E-testing continues; again, Cathy recommends that we stay abreast of happenings online.

- Notice needs to be posted for an election to replace Cathy. The election is to be held on June 26, 2005. Cathy encourages participation.

2 – Governance Committee, Eric Nicholson:  
No report.

3 – Civil Service Affairs Committee, Scott Smith:  
No report.

4 – Scholarship Committee, Louis Schultz:  
No report.

5 – Grievance Committee: Karen Stuenkel, Interim Chair:  
No current grievances.

6 – Finance Committee, Karen Stuenkel:  
A meeting with Rosemary is forthcoming to determine how deposits are to be made. Civil Service name tags were paid for from the revenue account as opposed to appropriated funds. It will be determined later whether an adjustment will be made.

7 – GSU Safety Committee, Donna Finn:  
No report.

**Old Business:**

Reminder about upcoming Board of Trustees Retreat with Executive Committee.

The meeting was adjourned by President Miller at 11:40.