

3-15-2007

Meeting 2007-03-15

Civil Service Senate

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Governors State University
Civil Service Senate

Minutes

March 15, 2007

10:30 a.m. - Cafeteria Annex

Meeting was called to order at 10:40 a.m. by Kathy Miller and roll call was taken by Blondia Jasper.

Present: Kathy Miller, Blondia Jasper, Susan Bell, Mary Jones, Tiffani Malvin, Eric Nicholson, Renee Rainey, Donna Rutledge, Pat Smith, Karen Sinwelski, Scott Smith, Lynn Clayton, Scott Smith, Jason Zelek.

Excused: Shawn Jones, Karen Stuenkel, Cindy Woodard, John DeYoung, Janice Washington, Crystal Richards

Absent: Brenda Stennis, Rhonda Jackson, Cheryl Jones-Harper, William Kelly, Cynthia Matthias

Minutes from February meeting will be available at April monthly meeting.

New Business: NONE

Committee Reports

1. Governance Committee

Eric Nicholson

Eric gave us the names of senators up for re-election. Kathy encouraged all senators to seek re-election. Donna Rutledge informed senate she would not seek re-election. Senators required to be elected are: Mary Jones, Kathy Miller, Renee Rainey, Crystal Richards, Blondia Jasper, Rhonda Jackson, Shawn Jones, Pat Smith, William Kelly, Karen Stuenkel, Susan Bell and Scott Smith. Senators seeking nomination must have their petitions in no later than March 30, 2007 at 5 pm. Election ballots will be sent out no later than April 16, 2007. All ballots must be returned no later than Friday April 20, 2007. Election results will be available after April 23, 2007.

2. Affairs Committee

Renee Rainey

Upcoming event dates are as follows;

Bake Sale	5/16/07
Cook out	August 27 th thru 30 th
Civil Service Fling	August 24 th
Bake Sale	September 12 th
Arts & Crafts Sale	September 12 th & 13 th
At Home Demo	November 14 th & 15 th
Civil Service Day	December 7 th

The GSU Fly-In has a profit of \$55.00.

3. Financial

Karen Stuenkel

No report

4. **EAC**

Debra Boyd

Debra Boyd asked our assistance in taking a closer look at the AP Procedures and give our thoughts on which ones are most likely being misused, which ones should be deleted and/or other ideas we may have about all of those procedures in general. All present were given a handout defining "Temporary Assignment of Civil Service Employee to Principal Administrative Appointment" (PAA) duties. This procedure is used when a Civil Service employee is temporarily assigned to a PAA appointment position or temporarily assigned additional PAA duties to perform in addition to those regularly assigned through their Civil Service classification. The PAA assignment or additional PAA duties may be performed on a temporary or emergent basis, including but not limited to, occasions when there is a search conducted to fill the PAA position or when a PAA employee is on an extended medical or personal leave.

5. **Newsletter**

John DeYoung

NONE

6. **Scholarship Committee**

Louis Schultz

NONE

Meeting was adjourned at 11:20 AM by a motion from Kathy Miller and second by Susan Bell.