12-10-2013

Meeting 2013-12-10

Civil Service Senate

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Meeting was called to order at 11:02 a.m. by Laura Owens. Roll call was done by Gina Ragland.

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<td>Shawn Jones</td>
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<td>Scott Smith (2015)</td>
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<td>Laura Owens (2015)</td>
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<td>Gina Ragland (2014)</td>
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Guest: Ann Jaso (ex officio) and Dean Lydia Morrow-Ruetten (Library), Lynn Johnson

Approval of Minutes:
Approval of CS Meeting Minutes for November - It was moved by Lynne Clayton to accept the November minutes as written and seconded by Adrienne Gray. Minutes were approved by unanimous vote.

Committee Reports:

1. Governance Committee - We need to start to put an election committee together. Eric Nicholson will not be able to chair the committee because he will be up for re-election. The following people are up for nomination: Lynne Clayton, Paula Cosenza, Shelina Jenkins, Sheryl Jones-Harper, Sandi Kawanna, Eric Nicholson, Gina Ragland, Raquel Rios-Aguirre. These senators will need to fill out nomination forms and submit them to be placed on the ballot. We currently have 5 empty Senate seats. The election
committee issues the announcement of the election, obtains a list of Civil Service employees from HR, creates, prints, and circulates a petition, and collects and counts the ballots once they are returned. Adrienne Gray, Lauren Esolato, Shawn Jones, Laura Owens, LaTonia Richmond, and Mary Rothenberg are eligible to serve on the committee.

2. Employee of the Month - No report.

3. EAC Report – Ann J. passed around information about the SURS bill that just passed. This is going to the courts. She explained the new retirement changes and more.

4. Financial report – Pie Day generated total revenue of $220.00. There is $5.00 outstanding. We need to submit bill for the Thank you trophies, centerpieces to the Provost office for Civil Service Day. Shelina J. returned the backdrop ordered for Civil Service Day. Lauren E. will follow up with the CPA regarding the tickets for February-March and April-May rounds of ticket giveaways.

5. Correspondence Committee – Lauren is working on the Newsletter.

6. Educational Assistance Fund Report – Shelina J. contacted Myisha Meeks in Development regarding the checks to the Educational Assistance Fund recipients for the fall semester. The paperwork is being processed.

7. Affairs Committee - Civil Service Day – December 4, 2013 – This event went well. Some people did like the food. Shelina J. thanked Loretta Jones. Lynne C. thinks we should do something nice for Ayita Woods. Sheryl Jones-Harper thinks we should do the Choice Awards every year. Lynne C. asks that we get administration to get better awards. Monetary gifts would have to go through payroll. We need to work out logistics as far as who will count the votes. This year Lauren E. used Constant Contact. We can also use survey monkey. We also need to solicit gifts earlier.

Pie Day – November 26th - This event went well. We made $225.00 on the pies. We need to solicit for pies earlier (June-July) from Sam's Club, Jewel, GFS, Mariano's.

Vendor Fair – November 20, 2013 – The vendor fair was successful. Gina R. thanks everyone who volunteered to help make the event a success. The next fair will be in May. The vendors were happy overall and many were asking when the next fair will be.

Old Business: Laura O. reported that on the meeting with HR Director, Gail Bradshaw and Pulchratia Kinney-Smith. Six clerical lines would be looked at for salary comparison and evaluation. She will let us know the six.

New Business
Lydia Morrow-Ruetten, Dean of the University Library, joined the meeting today to share news about the Library. The Library will have some renovations done very soon. The goal is to make it look like a 21st century library. It will lose some square footage during the renovation. They are also starting to look at some of the collections. The renovations will begin March or April. The renovations should be completed by August. We are #24 in the state for a new library building. Dean Morrow-Ruetten will keep us informed as new developments occur.

Laura O. reported on the Board of Trustees Meeting. The Personal Evaluation Day was approved. They approved the purchase of a new gym floor. Parking lot law approved by the
Each university can regulate a concealed weapon can be brought on campus; it has to be locked in your car.

There were new minors adding – economics & computer science gaming.

Laura O. also reported that we will be getting a new web page on December 20, 2013, as part of the launch with the rest of the University’s web site.

**Adjournment:** Lauren Esolato moved to adjourn the meeting. Deb Sbalchiero seconded the motion. All voted in favor by voice vote. Motion carries.

Meeting adjourned at 12:15 pm.