

Governors State University

Civil Service Senate

Minutes

Tuesday, October 8, 2013

11:00 a.m. – Room D1496

Meeting was called to order at 11:13 a.m. by Laura Owens. Roll call was done by Gina Ragland.

	Present	Excused	Absent		Present	Excused	Absent
Lynne Clayton (2014)		X		Latonia Richmond (2015)		X	
Paula Cosenza (2014)	X			Raquel Rios-Aguirre (2014)	X		
Lauren Esolato (2015)	X			Mary Rothenberg (2015)	X		
Adrienne Gray (2015)	X			Debra Sbalchiero (2015)		X	
Shelina Jenkins (2014)	X			Karen Sinwelski (2015)	X		
Shawn Jones	X						
Sheryl Jones-Harper (2014)	X			Scott Smith (2015)	X		
Sandi Kawanna (2014)	X			Sabrina Slocum (2015)			X
Eric Nicholson (2014)	X			Merri Wilkerson (2015)		X	
Laura Owens (2015)	X						
Gina Ragland (2014)	X						

Approval of Minutes:

Approval of CS Meeting Minutes for September– It was moved by Sandi Kawanna to accept the September minutes as written and seconded by Shelina Jenkins. Minutes were approved by unanimous vote.

Committee Reports:

1. **Governance Committee** – No report. Scott Smith nominates Shawn Jones for the Senate for the remainder of the FY 2014 term. Lauren Esolato seconded the nomination. All in favor by unanimous voice vote.
2. **Employee of the Month** - Four nominations were turned in this month. The Committee voted; they have not heard anything as of today from HR. Karen Sinwelski made a comment that the nomination form asks for a bit much. Laura O. asks Shelina to look at the form. Shelina J. informed the group that HR handles it. The form is available online, however we need to look at ways to get the form out and get more nominations in.
3. **EAC Report** – No report. Ethics will be a discussion at the EAC meeting.
4. **Financial report** – We have been paying for tons of flowers and condolence. Picnic expenses – Ice Cream truck - \$500.
5. **Educational Assistance Fund Report** – Five applications are being considered for the Fall term. Laura will substitute for the open position on the committee. Laura asked if anyone would be interested in scholarship review. Raquel Rios-Aguirre said she would give it a try.

6. **Correspondence Committee** – Lauren will do an annual review – Ideally she would like to have it done by December 15, 2013.
7. **Affairs Committee** - Lynne Clayton has stepped down as co-chair of the Affairs Committee. Shelina and Gina volunteered to co-chair the committee.
CPA update – Lauren kept track of responses. 20 responded – 12 pairs of tickets given out. We will combine November, December, January ticket show for the next giveaway.
Sharon said all of the shows would be open to us. We may spend up to \$1,600 in total.
Laura does not want to over spend. We will hold off on the t-shirt/polo for now.
The group was also interested in knowing what the return on investment is for the endowed scholarship.
Bake sale – Sheryl will ask Shirley Zhang if she will make egg rolls for the Bake Sale.
Pie Day – November 26th
Vendor Fair – November 20, 2013
Civil Service Day - December 4, 2013
Council of Council - October 18, 2013 - Chicago State University – Laura, Lauren, Shelina, Gina, Sheryl

A survey was taken – forty people responded and most people were interested in the free tickets;
Free lunch came in second

Old Business: No old business to discuss.

New Business Welcome back Shawn Jones!

Adjournment: Karen Sinwelski moved to adjourn the meeting. Raquel Rios-Aguirre seconded the motion. All voted in favor by voice vote. Motion carries.

Meeting adjourned at 11:53 am.