

VALDOSTA STATE UNIVERSITY COUNCIL ON STAFF AFFAIRS Minutes - November 14, 1995

The Council on Staff Affairs met in the Azalea Room, Palms Dining Center.

Present: Bill Bennett, Joan Brooks, Chenee Chisholm, Sandra Denson, Wanda DeWeese, Blake Griffin, Inman Grimsley, Debra Jones, Mary Jane Keene, Pat Rozier, Beverly Sharpe, Sue Teel, Jim Yates, Tim Yorkey

1. Chair Sue Teel called the meeting to order at 8:23 am.
2. Special Order of the Day.

a) Employee of the Quarter: Sandra Denson, Chair of the Employee Recognition Committee introduced the nominees for the Employee of the Quarter, They are Debra Holley, Teresa Williams, Ruth Futch, Terry Morton, Juanita Faircloth, Helen Weeks, and Judy Hunt.

Vice President of Business and Finance, Mr. James Brignati presented each of the nominees with a certificate and announced that Juanita Faircloth is the Fall '95 Employee of the Quarter. As Employee of the Quarter Ms. Faircloth received a designated parking spot, a certificate, and a \$50.00 check.

Once the presentation was made the nominees and their supervisors were excused.

3. Minutes of the October 10, 1995 meeting were approved.
4. Treasurer's Report: Bill Bennett reported expenditures for October Printing & Copying totaled \$30.06. The balance remaining in the COSA account is \$2,425.63.
5. Committee Reports

a) Communications/Elections Committee - No Report

b) Policy - No Report

c) Welfare - Beverly Sharpe reported the Welfare Committee met Tue, Oct. 17th at 3:30pm in Conference Room #3 of the Student Union. The committee discussed the Retirement Walk Way. The committee decided to go with the idea of a Retirement Plaque that would contain name plates of all retired VSU Employees. The committee recommended that the plaque be placed in University Center, since it is the newest building on campus and would least likely be disturbed. Several items were discussed with regard to the Retirement Walkway such as funding, criteria, advertising, and how to reach as many retirees living and the families of deceased retirees as possible. Board member Joan Brooks made a motion that the criteria for the Walkway be a total of 10 years of service and/or retirement from VSU. The motion was seconded and carried. The Welfare Committee will meet again to make further recommendations to the COSA.

d) Parking Appeals - Jim Yates reported the Parking Appeals committee met Tue, Oct. 10th at 3:00pm; however, there were no appeals.

e) Employee Recognition - Sandra Denson asked COSA for suggestions to improve the selection process for Employee of the Quarter. Ms. Denson proceeded to explain the entire process of how the Employee of the Quarter is selected. After much discussion the floor was opened for suggestions. A motion was made to revamp the process, the motion was seconded and carried.

f) Bylaws - No report

g) Staff Development - Ms. Pat Rozier reported that the committee was scheduling Staff Development workshops for Winter Quarter. When all details are finalized she will report to the COSA.

h) Salaries Study Committee - Chenee Chisholm reported that committee will hold their first meeting on Tuesday, Nov. 28 at 9:00am in Conference Room #1 of the Student Union.

6. Reports from Chairperson

a) Chair Teel reported that Mr. Russ Mast would set up tours for the VSU staff of the University Center. She will be setting up dates and times with Mr. Mast for these tours.

b) Chair Teel reported on the Sick Leave Pool Survey. The results are as follows:

Would you be interested in participating in a sick leave bank?

Yes-45% No-31%

Would you be willing to contribute annual leave towards the bank?

Yes-27 No-47

7. Old Business - None

8. New Business - None

9. Other Business

a) Jim Yates inquired about the System Summary, a document that reports on the activities of the Board of Regents. In the past the System Summary circulated throughout University System of GA. institutions. Lately, this has not been the case. A committee member will inquire about the System Summary and report back to the COSA.

10. The meeting was adjourned at 9:55 am.

**Congratulations to the nominees for
Employee of the Quarter:**

**Debra Holley
Teresa Williams
Ruth Futch
Terry Morton
Helen Weeks
Judy Hunt**

**A special congratulations to Juanita Faircloth
Fall '95 Employee of the Quarter**

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