

VALDOSTA STATE UNIVERSITY COUNCIL ON STAFF AFFAIRS (COSA)

Minutes - November 12, 1996

Present: Bill Bennett, Joan Brooks, Holly Decker, Sandra Denson, Bill Filtz, Blake Griffin, Hazel Hewett, Joe Hickey, Mary Jane Keene, Bert Rodriguez, Teresa Williams for Pat Rozier, Beverly Sharpe, Paul Worth, Jim Yates

1. The meeting was called to order at 8:25 AM in the President's Dining Room, Palms Dining Center.
2. Minutes of the October 15, 1996 meeting were approved.
3. Treasurer's Report - By Bill Bennett

Balance Forward for October \$2,407.00

Expenditures for September 271.65

Balance Remaining 10/31/96 \$2,135.35

1. Committee Reports
 1. Communication/Election Committee - Holly Decker reported that the Employee of the Quarter forms have been distributive to all the departments. Deadline is Friday, November 15, 1996. Paul Worth will put the Employee Recognition on E-Mail.
 2. Policy - No Report
 3. Welfare - Beverly Sharpe reports a #6 had been added to the list of Criteria for the Retirement Walkway. A copy of the Criteria was passed out. Jim Yates will check to see if there is still a Parking Appeals Committee.
 4. Salary Study - No Report
2. Old Business
 1. Sandra Denson, Holly Decker, and Beverly Sharpe all gave a summation on the three seminars that they went to at the Gainesville College Staff Conference on 10/25/96: ESP (Employee Support Program) - Getting people to open up; Conflict Management - Talk to your supervisor before going to ADR (Alternate Dispute Resolution); Career Management - POWER: Plan-Obtain Feedback-Work It-Evaluate Results-Revise your plan
 2. Tuition Waiver - Bill Filtz stated that the Regents is working on procedures and policies.
 3. Open Enrollment Benefits - The deadline to sign up for Health Insurance coverage is December 15, 1996.
3. New Business
 1. COSA decided not to sell Basketball tickets for the staff.
 2. Each Committee will be responsible for getting their materials to the print shop.
 3. Employee Discounts on Campus - Holly Decker will check on this.
4. Other Business:

We discussed the hours of Credit Union.

We discussed the people in Plant Operations being ON CALL and caring a beeper.

Meeting adjourned at 10:00 A.M.

**CONGRATULATIONS TO THE BLAZER FOOTBALL
TEAM FOR WINNING THE GULF SOUTH CONFERENCE
CHAMPIONSHIP**