



MINUTES OF THE COUNCIL ON STAFF AFFAIRS MEETING
September 9, 2003

COSA Chair Rebecca Kimbrough called the meeting to order at 8:30 a.m. in the President's Dining Room of the Palms Dining Center. Members present: Sharon Butcher, Melinda Cutchens, Bobby Flowers, Carolyn Gaston, Shawn Gibbons, Jeff Grant, Inman Grimsley, Mike Hamm, Stanley Jones, Rebecca Kimbrough, Bob Lee, Shannon McGee, Mike McKinley, Marshall McLane, Patrick Smith, Josie Stone, Trisha Taylor, Carolyn Wilson, Thor Withers and Jason Lewis (SGA President). Special Guests: Dr. Zaccari, Ted Davis, Bob Green, Michael Black, Donna Nolan, Dr. Dan Messcher, Sue Lampert, Betsy Burkard (Bank of America) and T.A. Glanton (Spectator photographer).

SPECIAL ORDER OF THE DAY:



Dr. Zaccari recognized the employees nominated for the employee of the semester. They are: Linda Simmons (Modern & Classical Languages), Ted Davis (Campus Mail), Gayla Carter (OASIS), Michael Black (Bursary), and Donna Nolan (Student Health). The nominees were presented with certificates. The employee of the semester for fall is Donna Nolan. Dr. Zaccari presented her with a special parking decal and a check for \$100. Donna Nolan handed the check over to contribute to the Faculty and Staff Campaign.

Betsy Burkard with the Bank of America gave a presentation to COSA on their CASHPAY program. It is a new program they have started for employees that do not have a checking account. It would allow their payroll check to be direct deposited into an account they would have access to with a Visa check card. They would then use that card to make purchases or make withdraws from a Bank of America ATM. The employee would receive a monthly statement from Bank of America showing all their transactions. It was asked if Bank of America would be interested in coming back to the campus and to hold question and answer sessions for employees. Betsy responded that yes she would be happy to come back out to talk about the programs they have available for VSU employees. Inman will be working with Betsy to get dates and times coordinated for a presentation.



MINUTES:



Minutes of the previous meeting were approved with changes.



TREASURER'S REPORT:

Sharon Butcher presented a written report of the three COSA accounts. ❖

- ☒ August: ❖ Fund 10000 = \$2,075.43
- ❖❖❖❖ Discretionary = \$1,655.02
- ❖❖❖❖ Retirement Walkway = \$11,651.14

The discretionary total does not reflect all deposits made for t-shirt and barbeque ticket sales. ❖ All barbeque fundraiser tickets and money are due to Rebecca on Friday, September 12. ❖

There was a motion to approve the treasurer's report. ❖ There was a second and the motion carried. ❖❖

COMMITTEE REPORTS:

- **Academic Scheduling/Procedures:** ❖ No report. ❖ Will report when meetings resume this fall. ❖

- **Benevolence Committee:** ❖ ChairCarolynn Gaston. ❖ No report.
- **Calendar Committee (Ad Hoc):** ❖ Chair Trisha Taylor. ❖ No report.
- **Elections:** ❖ Chair Bobby Flowers. ❖ Bobby handed out the chart showing the COSA reps. that will be rolling off in 2005. ❖ There are 11 positions that would need to be filled at that time. ❖ There was discussion about asking 4 COSA reps. to extend their terms for 2 years leaving COSA to fill 7 positions with elections. ❖ This proposal was tabled and submitted in writing and will be voted on at the next COSA meeting. ❖ It was also mentioned that COSA needed to check the employee numbers in the areas of representation to make sure we are accurately representing these areas. ❖
- **Faculty Senate:** ❖ The first meeting is scheduled for September the 18th at 3:30 in the Magnolia Room.
- **Parking Appeals:** ❖ Chair Mike McKinley distributed a chart indicating the breakdown of the parking appeals for the month of August 2003. ❖ There were 269 tickets appealed. ❖ The committee upheld 42% of the appeals while 58% of the appeals were dismissed. ❖
- **Policy:** Chair Bob Lee. ❖ Currently working on by-laws.
- **Staff Development:** ❖ Chair Shannon McGee. No report.
- **Staff Appreciation Day:** ❖ Chair Patrick Smith. ❖ There will be an early pick-up time for the barbeque meals for those employees who leave earlier. ❖ Patrick needs a count of those meals. ❖ The Staff Day menu will consist of hamburgers, hot dogs, baked beans, cole slaw, chips, cookies and rice crispy treats. ❖ Student organizations have been asked to participate. ❖ Several VSU departments will also be participating. ❖ Staff Day meetings will be held every week from now until the event. ❖ The next Staff Day meeting is scheduled for Thursday, Sept. 11th at 2 p.m. in the University Union Conference Room #1. ❖ T-shirt sales are slowly increasing.
- **State Charitable Contributions Program:** ❖ Chair Bob Lee is heading this again this year. ❖ He has team captains. ❖ The team captain breakfast is scheduled for September 24th at 8:30 a.m. ❖ There is a kick-off luncheon scheduled for November 5th. ❖ After the luncheon the State Charitable Contributions packets will be distributed. ❖❖ Bob Lee will also be putting donation cans at all the front desks in the residence halls.

