

THE COUNCIL ON STAFF AFFAIRS

Minutes of March 8, 2005

1) **Call to Order**

Chair Elect Bobby Flowers called the meeting to order at 8:38 am in the University Center Rose Room. Members present: David Bennett, Leann Boyd, Sharon Butcher, Bobby Flowers, Beth Giddens, Jeff Grant, Ann Holland, Stanley Jones, Angela Steele, Rebecca Taylor, Trisha Taylor, Shana Yorkey, and Tim Yorkey. Members absent: Honey Coppage, Steve Fesler, Shawn Gibbons, Inman Grimsley, Mike Hamm, Bob Lee, Michael McKinley, Marshall McLane, and Patrick Smith. Proxies: Michael McKinley and Patrick Smith.

2) **Special Order of the Day** None

3) **Approval of Minutes From February 8**

The February 8th minutes were approved with the following change: item 2) 3rd line, change the word spring to fall.

4) **Approval of the Treasurer's Report from December, January, & February**

Treasurer Reports were approved as presented. (*Handout #1*)

5) **Committee Reports**

a. **Membership Committee**

i. **Employee of the Semester:** No Report

ii. **Elections:** Election Day is April 19th. There will be 5 slots available. The committee is reviewing the possibility of COSA representation for employees if their department is contracted out.

b. **Staff Appreciation Day**

The next Staff Appreciation Day meeting will be March 17th at 2 pm in Conference Room #1 of the University Union. A luncheon will be held in Palms Quad on May 12 in conjunction with COSA-On-The-Move to promote Staff Appreciation Day. Hotdogs, chips and drinks will be served. The winner of the t-shirt design contest will receive a \$25 gift certificate.

c. **Welfare Committee**

i) **Retirement Walkway/Luncheon-Employee Recognition:** No Report

ii) **COSA on the Move:** Refer to 5)b. above.

iii) **Staff Development Committee:** No Report

d. **Policy & Procedures Committee** No Report

6) **Ad Hoc Committee Reports**

a. **Benevolence Committee** No Report

b. **Parking Appeals Committee** No Report

c. **Minutes Distribution Committee** See 9) Unfinished Business

d. **Brochure Revision Committee** No Report

e. **Recycling Committee** No Report

7) **Miscellaneous Reports**

a. **Faculty Staff Campaign** No Report

b. **State Charitable Contributions Campaign** No Report

8) **Report from the Chair**

a. **Academic Scheduling/Procedures** No Report

b. **Faculty Senate** No Report

c. **University Planning Advisory Council** No Report

9) **Unfinished Business**

- a. A motion stating that COSA believes VSU employees would be interested in hearing a presentation from AFLAC was made by Tim Yorkey and seconded by David Bennett. Motion passed.
- b. A motion to approve the proposal by the Minutes Distribution Committee to change the method of distributing COSA minutes to employees was made by Jeff Grant and seconded by Sharon Butcher. Motion passed. (*Handout #2*).

10) **New Business**

The Council discussed the possibility of purchasing two 10x10ft tents for use at Staff Appreciation Day, COSA On-the-Move and other COSA sponsored events. Monies would come from the Fund 10 account, so the purchase order process must be complete by May 30th. A vote will be taken at the April 12 meeting. (*Handout #3*)

11) **Other Business**

- a. The Council discussed the State of Georgia's interest in combining USGS insurance and the State Merit insurance plans. This was not seen by the Council as a positive or beneficial move for VSU and other USGS employees.
- b. Copies of the Draft Diversity Council Charter were distributed to members. Members were requested to review the document and email their comments to the COSA Secretary by Wednesday, March 15th. Dr. Zaccari has requested COSA's comments by March 21st. (*Handout #4*)

12) **Adjournment** The meeting adjourned at 9:35 am.

Respectfully submitted,

Trisha Taylor

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Secretary, Council on Staff Affairs