

THE COUNCIL OF STAFF AFFAIRS

Minutes of November 8, 2005

1) Call to Order:

Chair Bobby Flowers called the meeting to order at 9:05 a.m. in the Hugh C. Bailey Science Center Conference Room 3rd floor. Members present: David Bennett, Denise Bogart, Sharon Butcher, Honey Coppage, Steve Fesler, Bobby Flowers, Mike Hamm, Ann Holland, Mike McKinley, Stanley Jones, Bob Lee, Marshall McLane, Mike McKinley, Beverly Sharpe, Patrick Smith, Angela Steele, Trisha Taylor, Shana Yorkey, Tim Yorkey, and Gerald Winningham. Quorum attained. Absent: Alice Carter, Bobby Elston, and Diane Guess.

2) Special Orders of the Day:

No special order.

3) Approval of the Minutes from October 11, 2005: Minutes approved and second.

4) Approval of Treasurer Reports from October 11, 2005:

The beginning October balance for Fund 10 account was \$2,069.41. The ending balance is \$1570.66. Estimated balance after Pending Activities \$1485.08. VSU Foundation-Discretionary account-October Financial Activities beginning balance \$3123.61. October Ending balance is \$3690.96. VSU Fdn-Retirement Walkway October beginning balance \$14034.66. The VSU Fdn-Retirement Walkway Ending balance is \$14085.82. Financial report was approved and second.

5) Standing Committee Reports:

a) Membership Committee – Bobby Flowers

1) Employee of the Semester – David Bennett

2) Elections – Mike McKinley –Mike discussed the EEO Codes and trying to get with Human Resources to obtain information.

b) Staff Appreciation Day Committee – Tim Yorkey

We had a very productive Staff Appreciation Day. There will be a meeting to update COSA during the week of November 14. He will send out an email with a date and time.

c) Welfare Committee – Tim Yorkey

1) Retirement Walkway/Luncheon- Chair: Bobby Flowers –No report

2) COSA-On-The-Move Committee- Tim Yorkey - The play off game will be on Saturday, November 12 at 1:00 p.m. As part of the football kickoff COSA will serve free hot dogs and cokes in Drexel Park starting at 11:00 a.m. All staff is welcome.

3) Staff Development Committee – Tim Yorkey –No Report

4) Benevolence – Shana Yorkey –No activity

d) Policy Committee – Bob Lee

We need to set up a regular meeting schedule.

e) Environmental Issues – Bobby Flowers

1) Recycling –Bobby Flowers will meet with President Zaccari on 11/9/05 at 2:00 p.m.

2) Wellness Safety-Second Hand Smoke Amendment – Sharon Butcher

Bobby Flowers will address this with President Zaccari. The 2nd draft will be a good start.

6) **Miscellaneous Reports:**

a) Faculty/Staff Campaign – Patrick Smith The numbers are down. He has removed himself from this campaign. The minimum amount is \$5 contribution.

b) State Charitable Contribution Campaign – Bob Lee the kickoff luncheon was on 11/2/05. The campaign focuses more on and not the dollar amount.

c) Parking Appeals Report for September –Michael McKinley reported 357 tickets were given out, 166 upheld, and 191 dismissed.

7) **Report from the Chair:**

a) Academic scheduling/Procedures

1. Holiday Scheduling – Bob Lee has asked that we respond to the email on The proposed 2007 and 2008 Holiday calendar. All COSA members need to respond within 7 days.

b) Faculty Senate approved the formation of the University Council.

c) University Council- Tim Yorkey

He anticipates the Council to begin meeting within the next few weeks.

8) **Unfinished Business:**

a) Sick Leave Bank –Dr Bogart – Tabled

9) **New Business:**

a) Next Parking Committee meeting is November 28 at 3pm in the new section of the Library auditorium. Email Mike McKinley (mmckinle@valdosta.edu) with your parking suggestions in front of Nevins Hall.

b) The Centennial Celebration will be 2006-2013. The Centennial Celebration committee is asking for the campus wide suggestion for events during this time. There are plans for a special weekend in Fall of 2006. What would COSA like to do in one of these weekends? Are there any special programs or speakers COSA would like to see brought to VSU? Any other events that COSA would like to do over the next 7 years? The committee continues to assess proposals from three companies. Onsite visits and evaluations are planned for November 17 and 21.

10) **Other Business**

- a) Dining Services Update – December 15, 2005 is the project date for the announcement of the contract. We are still awaiting an answer.
- b) In December our COSA meeting will be moved to the Rose Room and the Executive meeting will be moved to the Live Oak Conference Room.
- c) Steve Fesler brought up about the attendance at the meeting COSA had with President concerning the VP selection for Financial and Administration. COSA had a poor showing of attendance for something that was so important. He pointed out that for our regular meeting we have 19 out of 21 to show up, but for a meeting with the President we only had 5 out of 21. This was a missed opportunity for COSA to make a statement on a big issue.

Meeting Adjourned at 10:15 a.m.

Respectfully submitted,

Beverly F Sharpe

Secretary, Council on Staff Affairs

If you would like a paper copy of the minutes, please visit our website at www.valdosta.edu/vsu/cosa or contact your COSA Representative