

## THE COUNCIL OF STAFF AFFAIRS

Minutes of September 13, 2005

### **Call to Order:**

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

Guest: Debbie Conrad, Ezra Freelove, Shawn gibbons, Lynn Hartman, Ernest Duncan, Patsy Howard, Joe Newton, Christy Coons Yates, and Dr Zaccari.

### **1) Special Orders of the Day:**

a) Nominees for Spring Semester 2006 were Andrea Butler (Dean of Students), Shawn Gibbons (Auxiliary Services), Patsy Howard (Graduate School), Ezra Freelove (Information Technology).

Dr Zaccari presented the Employee of Spring Semester 2006 a certificate and a check for \$100 to Ernest Duncan in Catering.

b) President Zaccari gave an overview of current and planned construction projects:

1. Biking/walking trail through campus is currently under construction and will extend through Drexel Park. VSU will work with City of Valdosta regarding maintenance of the trail and creek.

2. Planning will begin soon on construction of new Student Union and food court area (will require outdoor pool to be removed). Students voted to increase their student fees \$80 to fund the new building. No state monies will be used for construction of the new Student Union.

3. A number of construction projects are planned for the future, including the addition to the student union; renovation of residence halls (Hopper, Reade, Langdale, and Georgia); new residence hall on north campus; new student health center and parking facility; renovation of remaining half of Nevins Hall; renovation of Pine Hall and Palms Dining Center; and new construction of the Health Sciences and Business Center. Message: Get used to multiple construction projects on main campus and north campus.

State funds will be available for the Health Sciences and Business Center and renovations of Nevins and Pine Halls. All other projects will be funded by student fees, auxiliary fees, or partnerships with VSU's Foundation.

4. VSU is in the pre-planning state of a new football/soccer/multi-purpose stadium. The project will require moving the current tennis courts.

5. Palms Dining: Possible renovations during summer 2006. Decision depends on selection of new food service contract.

6. Parking Garage: State funds are not permitted to construct such facilities. Price per parking space is \$14,000, due to cost of steel, concrete, and construction costs.

7. New University Council: Dr. Christy Coons Yates distributed information on the formation of a proposed University Council. COSA was charged to review the proposal and communicate responses to Dr. Coons Yates. Dr. Zaccari is recommending the campus dissolve Administrative Council, University Planning Council, Master Plan Council, and place the work under the proposed new University Council.

8. Dr. Zaccari is requesting COSA, Faculty Senate, and SGA to develop a new campus-wide environmental policy to include smoking, landscaping, recycling, tree policy, and other pertinent issues to protect the campus.

9. Salary studies are planned with the goal of increasing faculty and staff salaries.

10. Patterson Street: A traffic count showed that in one day 3,000 students crossed the Patterson Street section of campus. The plan is to move the traffic light from Patterson and Georgia Avenue to Patterson and College Street. A new traffic light will be installed at Brookwood and Patterson Street.

3) **Approval of the Minutes from August 9, 2005:** minutes were approved with corrections. Delete LeAnn Boyd and Rebecca Taylor and put Patrick Smith as being absent.

4) **Approval of Treasurer Reports from August 13, 2005:**

The beginning of August balance of the Fund 10 Discretionary account was \$2,312.39.

#### 5) **Committee Reports:**

- a. Membership Committee: no report (The 2 Subcommittees Employee of the Semester and Elections should be here. Elections Subcommittee report-at Oct. COSA meeting members will receive lists of their constituents.)
- b. Staff appreciation day will be at North Campus sold 600 plates which gives COSA about \$1,040.75. Next Staff Day meeting will be September 22, at 9 a.m... T-shirts: Jim Black will get back with Tim about funding for the T-shirts; if no funding is available then the cost will be \$6.00.
- c. Welfare Committee: no report (The 3 subcommittees Retirement Walkway/Luncheon, COSA on the move and Staff Development should be here. Next Walkway meeting is 9/20, 3pm, BioChem 3026. COSA on the Move got new members-check with Tim Yorkey)

- d. Policy and Procedure committee: no report (Bob Lee reported that he had sent out updated policies/procedures via email)
- e. Environmental Committee has not met at this time. Faculty Senate Environmental Issues Committee invites COSA to attend their committee meeting on the 2<sup>nd</sup> Thursday of each month at 3:30pm in the Bio Chem 3026. No report for Recycling or Wellness/Safety no report.

6) **Ad Hoc Committee Reports:**

- a) Benevolence Committee: no report Shana Yorkey reported that 1 card was sent out)
- b) Parking Committee: 133 upheld (45%) 165 dismissed (55%)

7) **Miscellaneous Reports:**

- a) Faculty Staff Campaign: Patrick Smith, Participation is just as important as the amount of money raised.
- b) State Charitable Contributions Campaign- Bob Lee said on October 5 Team Captain break is at 9:00 a.m. C.E. On November 2, 2005 the kick off Luncheon is at 12:00n C.E.

8) **Report from the Chair**

- a) Academic scheduling/Procedures
  - 1. Holiday Scheduling - no report
- b) Faculty Senate- will have their first meeting on September 15, 2005.

9) **Unfinished Business**

- a) COSA Minutes Distribution. Proposal passed to distribute minutes to COSA members no later than 1 week after the meeting for their review, corrections and approval (note that Angela Steele must receive her copy via Campus Mail). Following approval, the minutes will be distributed to all employees within 1 week (2 weeks after the meeting.)
- b) Retreat Planning Session (July, 2005)—talk to Bobby about moving this item to October's meeting. It was not addressed at the Sept meeting.
- c) Purchase of Digital Camera Olympus D-595 5.0 Megapixel Digital Camera with a 128MB xD picture card. Motion to suspend the rules passed. Motion to purchase camera and accessories passed (Handout #1). .

10) **New Business**

- a) Meditation/Exercise Walkway—it was not addressed at the September meeting. Table until October meeting.

11) **Other Business**

Bobby appointed Mike McKinley to serve as representative on the University Diversity Council and Gerald Winningham as alternate representative.

The "Breakfast with the President" events are scheduled for Sept 20, October 18, and Nov 15. Thressea Boyd from Dr Zaccari's office will send out invitations to COSA members via email.

Meeting Adjourned at 10:20 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](http://www.valdosta.edu/vsu/cosa) or contact your COSA Representative