

THE COUNCIL OF STAFF AFFAIRS

Minutes of September 12, 2006

1) **Call to Order:**

Chair Tim Yorkey called the meeting to order at 9:00 a.m. in the University Center Rose Room and welcomed new member Debra Davis. Members present: Sharon Butcher, Debra Davis, Brenda Kelley, Bob Lee, Mike McKinley, Beverly Sharpe, Angela Steele, Tim Yorkey. Quorum NOT attained. Absent: Dr. Nolan Argyle, Brian Anderson, David Bennett, Denise Bogart, Honey Coppage, Steve Fesler, Keith Flemming, Bobby Flowers, Diane Guess, Mike Hamm, Richard Hammond, Verna Harvey, John Wright, Shana Yorkey. Special Guest: Christine James.

2) **Approval of the Minutes from August 8, 2006:**

Minutes were reviewed, not seconded as quorum was not attained.

3) **Approval of Treasurer Report:**

Report for August was presented. Ending balance for fund 10 (AUG) was \$2,466.43. VSU Foundation-Discretionary account (AUG) ending balance was \$2,910.11. VSU Fdn-Retirement Walkway (AUG) \$13,830.94. Estimated balance after pending activity for AUG is \$2,075.19.

4) **Standing Committee Reports:**

Membership Committee-Tim Yorkey

Employee of the Semester-David Bennett

Tim reported that there will be discussion regarding new criteria for nominating and voting for the President's Award. There has been discussion about separating the award into two categories; classified Staff and Administrative Professional. The winner of the Employee of the Semester would put in for consideration of an Employee of the year that the Chamber of Commerce picks every year.

Elections-Mike McKinley

Mike reported that we have filled the vacant spots left by Alice Carter and Sementa Mathews. Debra Davis has been named to replace Sementa and Richard Hammond has been named to replace Alice Carter. The Elections committee has been in contact with Andy Fore to begin working on upcoming elections.

Staff Appreciation Day Committee-Honey Coppage

Committee met on Thursday, Sept. 14th in classroom across hall from Human Resources. Vendors were assigned and confirmed, COSA tee shirt design and color was decided on. Ann Lacey was meeting with Black Crow media to set up infomercials to encourage vendors to participate. Tim was to do the radio spots. Cost to employees for the Tee Shirts will be \$4.00. Next meeting is Thursday, Sept. 21st, 11:00 in classroom across the hall from Human Resources.

1. COSA On-The-Move-Honey Coppage

Tim reported that our next COSA on the Move will be Oct. 21st. Staff Day at the game. Staff will be allowed to purchase tickets for this football game for \$2.00 and COSA will have a Coke wagon and hotdog stand set up to give away hotdogs and drinks before the game.

Welfare Committee-Honey Coppage

1. Retirement Walkway- Chair: Honey Coppage

Tim reported he and some others will be meeting with Robert Tyndall to discuss ideas and suggestions on how best to continue with the Retirement Walkway. One idea submitted for consideration was going from a walkway to a retirement wall. Other concepts and ideas as well as how to fund this on going project will be discussed with Robert.

2. Staff Development committee-Tim Yorkey

There is an upcoming workshop for employees entitled Work Place Violence. This will be a course designed to help employees deal with difficult situations in within the office environment.

3. Benevolence- Shana Yorkey

No activity this month.

Policy Committee-Bob Lee

Next meeting will be September 14th in Willow Room, 9:00 a.m.

Environmental Issues-Bobby Flowers

1. Recycling-Bobby Flowers

There has been discussion with Recycling of Valdosta to begin recycling on campus. Mr. Black was to present a contract with Recycling of Valdosta to the Faculty Senate meeting Friday, Sept. 15th.

2. Wellness Safety-Sharon Butcher

Next wellness meeting will be Friday, Sept. 15th.

Second Hand Smoke-Sharon Butcher

There are new smoking ashtrays beginning to appear outside around campus.

5) **Miscellaneous Reports:**

Faculty Staff Campaign-Bobby Flowers

Luncheon for team captains will be on Sept. 27th. Contribution packets will be distributed for both Faculty Staff Campaign and State charitable Contribution campaigns.

State Charitable Contribution Campaign-Bob Lee

See Faculty Staff Campaign

Parking and Appeals-Mike McKinley

For Month of August Mike reported 254 appeals; 122 Upheld; 132 Dismissed. Mike also asked for permission to look into data from Parking and Transportation so that he can make an accurate presentation regarding parking fine increases.

Goal Monitor

Goals were entered into the database. We will be choosing a new monitor.

6) **Report from the Chair:**

Academic Scheduling/Procedures

Tim stated that COSA supports what the committee is doing also confirmed that the Chair is the main representative however if the Chair is unavailable, another member can be sent as proxy. Also, anyone can attend the meetings as a visitor.

Faculty Senate-Bobby Flowers

Sept 21st is the first Senate meeting

University Council-Tim Yorkey

Council has met and the Academic schedule was the main topic. Email policy will be released for review.

State Staff Council-Bobby Flowers

Tim reminded us that the date for the State Staff Council meeting has been moved to Nov. 2nd and 3rd. COSA would like to send 6 members to this meeting. Those interested were asked to contact Tim and give him your name.

Unfinished Business:

1. We need volunteers to hand out barbeque dinners at Plant Operations and the University Center.
2. Committee List was distributed.

New Business:

NONE

7) **Other Business:**

Brenda reported for Dr. Bogart that there was a 70% participation rate for the MGT study and that the MGT people and the president were very pleased with that number. Everything is on track to be completed by January, 2007.

Meeting Adjourned at 10:15 a.m.

Respectfully submitted,

Brenda Kelley

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