



COUNCIL ON STAFF AFFAIRS

Minutes of Tuesday, May 9, 2011

A. Call to order

Chair Terence Sullivan called the meeting to order at 9:06 AM in the UC Cypress Room.

B. Roll call: All representatives must sign/initial the attendance roster to be counted as present.

Members present: Beverly Amiot, Sue Bailey, Denise Bogart, Ron Butler, Heidi Cox, Lisa Copeland, Bobby Flowers, Leighia Hammond, Richard Hammond, Brian Haugabrook, Michael Knight, Yvonne Landers, Regina Lee, Peggy Moch*, Terence Sullivan, and Joan Dear. Guests in attendance were: Dr. P. Schloss (President), Sue Mitchell (VP Finance & Admin), Russell Mast (VP Student Affairs), John Crawford (VP Advancement), Bob Lee (Retiree), Dennis Marks (Retiree), Laura Pitts (HR), Vincent Spezzo, Amanda King, Judy Bailey, Alan Bernstein, Mike Savoie, Jan Fackler, Derrick Carter, Jeff Grant, Thressea Boyd, Ann Lacey, Melinda Cutchens, Ike Barton, Kanan Simpson, David Pulliam, Paul Worth, Dr. Kristina Cragg, Joe Newton, and Lisa Baldwin. The following members were absent: Sherri Adams (Proxy-Terence Sullivan), Bobby Flowers (excused), Carolyn Glock, Judy Hart, Jessica Klotz (Proxy-Sue Bailey), Shirley McClain, and Helen Burkett*. (An *asterisk denotes a non-voting member.) **Please send a proxy if you cannot attend a meeting. Reminder postcards will be sent a few days before each COSA meeting.**

C. SPECIAL ORDER OF THE DAY

A. President's Comments

Dr. Schloss congratulated everyone on a successful year and briefly reviewed several budget issues.

B. Retiree Tribute

Terence Sullivan gave an overview of the tribute process. Potential damage to the bricks if left in the walkway during construction was confirmed so the bricks will be taken up mid-August and stored; they may be able to be put back down in spring of 2012. The drainage issue and degradation due to the bricks being walked on will be addressed in future discussions. The delay of the project will give all parties involved a chance to discuss remaining issues in depth and hear from those who have not had input previously including Faculty. We should have 8 – 9 months before going forward. The allocated funding for the tribute can be reallocated by the PBC. The architect will be paid in part by John Crawford out of Foundation. Questions regarding faithfulness to the original design, use of the allocated funds, committee leadership, COSA's future involvement in the project, and keeping the campus community updated on the project's progress were addressed. After the discussion, a motion was made and seconded to delay the project and use the time the bricks must be taken up and stored to continue the discussion about where to go with the project. There was no further discussion and the vote was unanimous in favor of the motion.

C. Employee of the Semester – Denise Bogart explained the objectives of the Employee of the Semester Awards. The following nominees were recognized: Derrick Carter, JoAnn Bryant, James Jenkins, Curtis Moody. Runners up were Lisa Baldwin and Kanan Simpson. The EOS winner for spring semester was Judy Bailey. Blazer Books award recipients were Terence Sullivan, Donnell Davis, Ron Butler, Amanda King, and David Pulliam. Yvonne Landers thanked Dr. Schloss and John Crawford for their financial support of Blazer Books.

D. Approval of the Minutes of April 12, 2011 meeting of the Council on Staff Affairs

A motion was made and seconded to approve and the floor was opened for discussion. A request was made to include a change to indicate what the asterisk means beside a person's name in the role call section of the minutes. There being no further discussion, a vote was taken to approve the minutes with the change. The minutes were approved unanimously.

E. Officer's Reports

- A. Treasurer's Report – Leighia Hammond
As of April 30, 2011, State allocation – \$1182.08; Discretionary Account – \$7283.14; Retirement Walkway Account – \$12,896.24. There was a motion and a second to accept the treasurer's report as written. The treasurer's report was approved unanimously.
- B. Report from the Chair – Terence Sullivan
 - i. Faculty Senate – Dr. Peggy Moch
The new Academic Leave Policy was approved and plans are to implement it in the fall 2011. The University tenure and promotion document was approved.
 - ii. President's Cabinet – Dr. Peggy Moch – No report
- C. Goal Monitor Report – Jessica Klotz
Plans are underway for the Goal Planning Retreat. We will vote on the new officers and bring in the new representatives.
- D. Publicity Report – Ron Butler – No report

Committee Reports

- E. *Membership Committee* – Chair (Terence Sullivan)
 - i. Employee of the Semester – Denise Bogart
See Special Order of the Day above.
 - ii. Elections – Brian Haugabrook
Selenseia Holmes and Laura Pitts will be at the retreat. The nominee for Chair Elect is Heidi Cox. With no other nominees, a motion was made and seconded to accept Heidi as Chair Elect. The vote was unanimous in favor of the motion.
- F. *Welfare Committee* – Chair Elect (Yvonne Landers)
 - i. Retirement Walkway & Recognition – Bobby Flowers
Retirement Association – Judy Hart – No report
 - ii. COSA on the Move – Yvonne LeRoy-Landers
Thanks to all who helped at graduation.
 - iii. Benevolence – Sue Bailey
Two deaths were reported.
- G. *Policy Committee* – Parliamentarian (Heidi Cox)
Policy Committee will meet in June and the focus will be on structuring the committees to get them aligned with the bylaws.
- H. *Staff Appreciation Week Committee* – Chair Elect (Yvonne LeRoy-Landers) – No report
- I. *Blazer Books* – Yvonne LeRoy-Landers
See Special Order of the Day above.

F. University Wide Committees

- A. *Academic Scheduling/Procedures* – Bobby Flowers – No report
- B. *Editorial Board for the Alumni Voice* – Yvonne LeRoy-Landers – No report
- C. *Environmental Issues (EIC)* – Bobby Flowers – No report
- D. *Space & Facilities Advisory Committee* – Richard Hammond
Ray Sable has received a list of upcoming projects, among them the tennis courts and housing.
- E. *Institutional Planning* – Terence Sullivan for Sherri Adams – No report
Parking Appeals – Ron Butler
Report unavailable. Both April and May will be reported at the June meeting.
- F. *PBC* – Richard Hammond/Heidi Cox
Strategic Focus 2012 was the main issue discussed.
- G. *President's Climate Commitment* – Shirley McClain – No report
- H. *Dining Dish* – Leighia Hammond
Chartwells is interested in continuing the dialogue with this committee.

- I. *USG Staff Council* – Terence Sullivan
There is a meeting scheduled in Columbus later this month. The annual conference is planned for October at UGA.
- J. *Wellness* – Jessica Klotz/Lisa Copeland
The walking contest finished last week. The committee will meet this Wednesday.
- K. Parking and Transportation Policy Committee – Bobby Flowers/Jessica Klotz – No report

G. Unfinished Business

- A. Sponsorship for GED Scholarships - A motion was made and seconded to fund 10 people taking the GED at \$100 per person, to be paid out of the Discretionary fund. After brief discussion the vote was unanimous in favor of the motion. Regina Lee will chair this committee. Peggy Moch asked COSA to be sure to ask faculty for contributions to this fund. It was suggested that it be made a line in the yearly faculty/staff contribution campaign.

H. New Business

I. Other Business

It was suggested that the Employee of the Semester plaque be moved to West Hall's rotunda for more visibility.

J. Adjournment

The meeting adjourned at 10:09 AM.

Respectfully submitted,
Sue Bailey
COSA Secretary