



COUNCIL ON STAFF AFFAIRS
Minutes of Tuesday, June 16, 2020

1) Call to order

a) Chair Paul Leavy called the meeting to order at 9AM on Teams.

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

a) Members present: Darius Anthony, Sue Bailey, Jeanine Boddie-La Van*, Heidi Browning, Ashley Cooper, Donnell Davis, Angie Gannon, Jennifer Griffin, Chris Griggs, Obediah Hall, Yvonne Landers, Paul Leavy, Matthew McIntyre, Mark McNalley, Dr. Debbie Paine*, Laura Pitts, Jessica Queen, Samantha Rountree, Dr. Terence Sullivan, Adrian Taylor, Dwayne Trouille, Janet Wade.

b) Guests were: Danielle Costello, Jennifer Crane, Dr. Becky da Cruz, Dr. Kelly Davidson, Dr. Kristy Litster, Hillary Perry, Sheri Shaw, Jordan Thompson, Brian Truter, Lee Yarbrough, Shannon Zapf

c) The following members were absent: Jacob Bell*, Sheila Hall, Julienne Jackson, Bob Lee*, Catherine McArthur. Please **send a proxy if you cannot attend a meeting.**

3) Communication with Administration

4) Special Order of the Day

5) Approval of Minutes

a) Ashley Cooper made a motion to approve the April 2020 minutes which was seconded by Heidi Browning. The minutes were approved unanimously.

6) Treasurer's Report

a) Jennifer Griffin made a motion to approve the June 2020 treasurer's reports which was seconded by Sue Bailey. The report was approved unanimously.

7) Report from the Chair

a) Paul Leavy welcomed the newly elected representatives for the upcoming year. Academic Affairs – Danielle Costello; Finance & Admin – Chris Griggs, Jordan Thompson; Student Affairs – Darius Anthony; Student Success – Terence Sullivan, Hillary Willis, Eric Callaway; University Advancement – Melissa Zeck; At Large – Jennifer Shinpaugh. Congrats everyone.

b) Paul Leavy thanked the reps stepping down for their dedication and service. Yvonne Landers, Donnell Davis, Laura Pitts, Samantha Rountree, Janet Wade. Thank you all.

c) Employee of the Semester update – announcements will occur in July – 13 total nominees from 15 nominations.

d) Pizza Hut fundraiser is taking place again on Thursday, June 18, 2020. It can be done at an Pizza Hut online or in person nationally.

8) Attendance and Participation

a) Paul Leavy reminded all COSA representatives to send in their committee reports to Terence Sullivan each month before the Executive Committee meeting so they can be discussed and added to that month's full meeting and recognized new members and their committee assignments.

9) COSA Committee Reports

a) Policy Committee – Mark McNalley will be posting updated Bylaws by next week on the COSA webpage.

b) Elections Committee – Mark McNalley conducted the officer elections for the upcoming year.

1) Chair-Elect – nominees were Mark McNalley and Heidi Browning – Mark was elected

2) Parliamentarian – Obediah Hall was nominated and elected

3) Secretary – Terence Sullivan was nominated and elected

4) Public Relations – Sue Bailey and Sheila Hall were nominated and Sheila was elected

5) Treasurer – Jennifer was nominated and elected

Congrats to all the new officers.

- c) Social Recognition & Professional Development Committee – Sue Bailey reported that we have 7 nominations for Blazer Books and 6 nominations for Staff Excellence. Winners should be selected very soon.
- d) Budget & Finance/Fundraising Committee – Yvonne Landers – No report
- e) Community Outreach – Paul Leavy reported that we hope to get the Drop & Shop up and running again soon.
- f) Publicity – Sue Bailey – No report.

10) Faculty Senate Committees

- a) Academic Honors & Scholarship – Donnell Davis – No report
- b) Academic Scheduling and Procedures – Terence Sullivan – No report
- c) Athletics – Obediah Hall – No report
- d) Diversity & Equity – Yvonne Landers – No report
- e) Educational Policies – Mark McNalley – No report
- f) Environmental Issues – Dwayne Trouille – No report
- g) Faculty Scholarship – Darius Anthony – No report
- h) Faculty Senate – Debbie Paine reported that Kelly Davidson will be taking on the role of Faculty Senate President in July and will attend COSA meetings
- i) Internationalization & Globalization – Terence Sullivan – No report
- j) Library Affairs – Matt McIntyre – No report
- k) Student Affairs – Catherine McArthur – No report
- l) Technology – Dwayne Trouille – No report

11) University Wide Committees

- a) Budget Advisory Committee – Mark McNalley – No report
- b) Campus Safety – Heidi Browning – No report
- c) Campus Wellness – Jennifer Griffin reported that they met but events they planned have been postponed. Sending emails on strategies to stay physically and mentally healthy.
- d) Conflict Management – Terence Sullivan reported on the upcoming listening circles
 - 1) We hope to offer 4 listening circles next week, each with a committee member and facilitator and between 4-8 participants. Linda will set up a signup genius poll to send to the listservs so people can sign up for one of the 4 time slots. We will offer them at different times each day so faculty and others can find a time that works. If we get huge response, we can offer more circles later.
- e) Dining Advisory – Sue Bailey – No report
- f) Parking Advisory – Jennifer Griffin – No report
- g) Parking Appeals – Paul Leavy – No report
- h) Retiree Association – Yvonne Landers – No report

12) Old Business

13) New Business

14) Adjournment

- a) Sue Bailey made a motion to adjourn the meeting which was seconded by Heidi Browning. Paul Leavy adjourned the meeting at 10:06am.

Respectfully submitted,



Dr. Terence Sullivan, COSA Secretary 2019-2020