



Minutes of Tuesday, September 9, 2008

1. **Call to Order:**

Chair Elect Richard Hammond called the meeting to order at 9:07 a.m. in the University Center Rose Room. Members present: Nolan Argyle\*, Sue Bailey, Denise Bogart\*, Bob DeLong,, Bobby Flowers, Leighia Hammond, Richard Hammond, Judy Hart, Jennifer Harvey, Verna Harvey, Regina Lee, Bob Lee, Yvonne LeRoy-Landers, Shirley McClain, Mike McKinley, Jay Rickman\*, Kathy Sundin, and John Wright. Guests in attendance were: Dr. Patrick Schloss, VSU President, Mike Savoie, Communication Arts, and Jane Kinney, English/Academic Affairs. The following members were absent: Sharon Butcher (Proxy-Bobby Flowers), Lauren Davis, Mike Hamm, Lisa Hayes, Terence Sullivan (excused). \* Signifies non-elected members. **Please send proxy if you can not attend a meeting. Reminder postcards will be sent a few days before each COSA meeting.**

2. **SPECIAL ORDER OF THE DAY:**

A. **President Patrick Schloss**

Dr. Schloss addressed the COSA Representatives and guests. He introduced himself and talked about his philosophy and commitment to the VSU community. He recognized the important impact that every one of us has on the lives of our students. He also discussed some of the budget issues and welcomed questions and comments from the group.

B. **QEP**

Jane Kinney and Mike Savoie discussed the status of the QEP. Mike described the process of proposal selections and reported that four proposals had been chosen and sent back to the developers for further consideration. The executive summaries are available on the VSU Website. A survey is forthcoming to gather input from staff, faculty, and students on the feasibility of the programs in order to narrow them down to one proposal.

3. **Approval of the Minutes from July 8, 2008:**

Quorum was attained for minute's approval. August minutes were distributed and approved.

4. **Approval of Treasurer's Report:** Judy Hart

As of August 31, 2008, COSA's Foundation account balance is \$1094.18 and the Retirement Walkway and Employee Recognition foundation account balance is \$12,255.23. The Fund 10 Account balance is \$2078.00. The Treasurer's Report was approved.

5. **Standing Committee Reports:**

A. **Membership Committee** – Bobby Flowers

1. **Employee of the Semester (EOS)** –Denise Bogart

Denise reported that the committee is working on improving the process of choosing the EOS by clearly defining what EOS means, what the vision for this recognition is, and ensuring that people are meeting the criteria for consideration. The committee plans to modify the application and do more advertising of the program.

2. **Elections** – Mike McKinley

Mike reported that Ben McCranie has had to resign from COSA. Leighia Hammond from Housing has been nominated as his replacement. A motion was made for Leighia to serve the remainder of the term, The motion was seconded and the Representatives voted unanimously in favor of the motion. Congratulations, Leighia and welcome! We look forward to working with you.

**B. Staff Appreciation Day Committee (SAD)– Richard Hammond**

**1. COSA On The Move: Richard Hammond**

Richard reported that there will be a meeting on September 16<sup>th</sup> at 10:00 AM in the Live Oak Room. A date will be set for the chicken dinner fundraiser at the next committee meeting.

Plans are being made for the tailgate party for the last home game. It was also decided that COSA will provide a voter registration table at the Plant to catch people who do not visit main campus very often.

**C. Welfare Committee – Bobby Flowers**

**1. Retirement Walkway –**

a. **Retirement Association – Judy Hart**  
No report.

**2. Benevolence – Sue Bailey & Regina Lee**

Three deaths of employees' family members were reported.

**D. Policy Committee – Terence Sullivan**

No report.

**E. Environmental Issues (EIC) – Bobby Flowers**

Bobby reported that the EIC met and are setting goals. Bobby is now on two EIC committees: Recycling and Campus Beautification.

**F. Publicity Committee – John Wright**

John reported that the Publicity Committee will be meeting on September 18<sup>th</sup>.

**6. Miscellaneous Reports**

**A. Parking Appeals Reports – Michael McKinley**

There were 212 appeals for the month of August.

**B. Goal Monitor Report – Verna Harvey**

Verna distributed handouts of the goals and asked that the Representatives review them and give her feedback on corrections or additions at the next COSA meeting.

**B. Wellness – Bob Lee**

Bob reported that the Wellness Committee was going to meet Monday, September 15. He also reported that the Smoking Cessation program is about to get underway.

**7. Report from the Chair – Bobby Flowers**

**A. Academic Scheduling/Procedures – Bobby Flowers**

**1. Holiday Scheduling – Bobby Flowers**

Bobby is working on setting up a meeting and getting the surveys created and distributed. He will also try to meet with Dr. Schloss to discuss this issue.

**B. Faculty Senate – Bobby Flowers**

No report.

**C. University Council – Richard Hammond**

Richard reported that this meeting was devoted to a review of the purpose of the University Council.

**D. State Staff Council – Bobby Flowers**

Bobby reported that the registration deadline for the Annual Staff Conference has been extended to September 19. Please let Bobby know by end of business today if you want to attend.

**8. Unfinished Business**

**9. New Business**

**10. Other Business**

**11. Adjournment – The meeting was adjourned at 10:20 a.m**

**Next COSA meeting is October, 2008 in the UC Rose Room.**

Respectfully submitted by

Sue Bailey,  
Secretary for COSA

**Don't forget to respond after you have read the minutes. Your approval is needed and appreciated!!!**