



COUNCIL ON STAFF AFFAIRS
Minutes of Tuesday, October 18, 2011

A. Call to order

Chair Yvonne LeRoy-Landers called the meeting to order at 9:14 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, Olivia Blakely, Denise Bogart, Ron Butler, Heidi Cox, Richard Hammond, Brian Haugabrook, Michael Knight, Yvonne Landers, Regina Lee, and Joan Dear, Laura Pitts, Shanika Hezekiah, Helen Burkett*. Guests in attendance were: Dr. Louis Levy (Interim President), Sue Mitchell (VP Finance & Admin), Tim Yorkey (EOD), and Becky Murphy (EOD). The following members were absent: Carolyn Glock, Bob Lee, Jessica Klotz (excused), Shirley McClain, Lisa Snipes, Terence Sullivan (Proxy), Tracy Meyers*, and Chris Valdes*. (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

1. Interim President's Opening Remarks

Dr. Levy shared that he had a very enjoyable time at Homecoming, riding in the parade and crowning Homecoming Queen. The Alumni Committee is looking into providing future activities that will appeal to alums. Dr. Levy attended a meeting at Georgia Tech that involved a presentation by a Nobel prize winning economist who spoke on small scale social economics. VSU's team comprised of SIFE members won 4th place out of 39 in an "ideas competition." Dr. Levy attended a luncheon at Rep. Amy Carter's camp and will continue attending meetings and events to promote the Health Professionals building to legislators.

D. Approval of the Minutes of September 20, 2011 meeting of the Council on Staff Affairs

The minutes were reviewed, but approval could not be voted on due to lack of quorum. Vote for approval will be taken at November's meeting.

E. Officer's Reports

1. Treasurer's Report – Shirley McClain

Fund 10 – \$2078.27; Discretionary Account – \$6717.42; Retirement Walkway Account – \$12,975.74; Blazer Books - \$1830.00. We are at \$2082 per year from the state each year. There was a motion and a second to accept the treasurer's report as written. The treasurer's report was approved unanimously.

2. Report from the Chair – Yvonne Landers

- i. Faculty Senate
- ii. President's Cabinet

3. Goal Monitor Report – Jessica Klotz – No report

4. Publicity Report – Ron Butler

Ron Butler will be in charge of updating the new COSA Facebook page. Please send pertinent information directly to Ron for posting on Facebook.

F. Committee Reports

1. *Budget* – Shirley McClain

2. *Policy* – Brian Haugabrook

3. *Social Recognition* – Terence Sullivan

- i. Birthday recognitions – Brian Haugabrook is working on the email birthday greeting program.

- ii. Yvonne has been working on some discount programs for staff. There will be \$1 admissions to several athletic games and \$5 Fridays once per month at Palms and Hopper.
 - iii. Yvonne has only received 40 recipes for the fundraiser cookbook. Please help gather more recipes so the book can be completed.
 - iv. Employee of the Semester – Denise Bogart – No report
 - v. Elections – Brian Haugabrook
Shanika Hezekiah was nominated as Finance and Administration representative. A motion was made and seconded to accept the nomination. The vote was unanimous in favor of the nomination.
4. *Professional Development – Ron Butler*
Nominations are now open for Employee of the Semester. Denise has received 3 or 4 submissions. The deadline for submissions is November 7. Please encourage supervisors to nominate someone from their area. Forms are available on the COSA website. Employee of the Semester recognition is set for December 13.
5. *Ad Hoc – Heidi Cox*
Email openings on committees.

G. University Wide Committees

- 1. *Academic Scheduling/Procedures* – open
Richard Hammond and Olivia Blakely accepted positions on this committee
- 2. *Editorial Board for the Alumni Voice* – Yvonne LeRoy-Landers – No report
- 3. *Environmental Issues (EIC)* – open
Joan Dear accepted the position on the EIC.
- 4. *Space & Facilities Advisory Committee* – Richard Hammond – No report
- 5. *Institutional Planning* – Terence Sullivan for Sherri Adams – No report
Parking Appeals – Ron Butler
Appeals upheld July & August – 211; appeals dismissed – 67.
- 6. *PBC* – Richard Hammond/Heidi Cox
Topics discussed were the vehicle pool, the 2% budget cut, a 2% increase in enrollment.
President's Climate Commitment – Shirley McClain – No report
- 7. *Dining Dish* – No report
- 8. *USG Staff Council* – Terence Sullivan/Yvonne Landers
- 9. *Wellness* – Lisa Snipes – No report
- 10. *Parking and Transportation Policy Committee* – Jessica Klotz/Richard Hammond – No report

H. Unfinished Business

I. New Business

J. Other Business

K. Adjournment

The meeting adjourned 10:30 AM.

Respectfully submitted,
Sue Bailey
COSA Secretary