



COUNCIL ON STAFF AFFAIRS
Minutes of Tuesday, February 21, 2012

A. Call to order

Brian Haugabrook called the meeting to order at 9:05 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, Olivia Blakely, Ron Butler, Brian Haugabrook, Jessica Klotz, Bob Lee, Regina Lee, Laura Pitts, Shanika Hezekiah, Arthur Rinberger, and Terence Sullivan. Guests in attendance were: Dr. Louis Levy (Interim President), Sue Fuciarelli (VP Finance & Admin), and Angela Uyeno (Internal Audit). The following members were absent: Sue Bailey (Proxy-Terence Sullivan), Denise Bogart*, Lisa Snipes (Proxy-Terence Sullivan), Carolyn Glock, Richard Hammond (excused), Michael Knight, Yvonne Landers (Proxy-Beverly Amiot), Shirley McClain (excused), Tracy Meyers*, Chris Valdes*, and Joan Dear. (An *asterisk denotes a non-voting member.)

Please send a proxy if you cannot attend a meeting.

SPECIAL ORDER OF THE DAY

1. Interim President's Opening Remarks
Efforts to retain and graduate students continue. Candidates for VSU President are not finalists until BOR confirms them. The finalists will eventually meet with the BOR committee. The Health Sciences building may be reinstated to this year's budget. The 2% budget reduction will carry forward into FY13. USG is concerned about employee ethics regarding possible conflict of interest, especially professional staff/faculty having two positions at different institutions.
2. A plaque was presented to Sharon Butcher in appreciation for her years of service to COSA.

C. Approval of the Minutes of January 24, 2012 meeting of the Council on Staff Affairs

The minutes of January 24, 2012 were approved.

D. Officer's Reports

1. Treasurer's Report – Shirley McClain
Discretionary - \$5,687.80; Blazer Books - \$1,855.00 (\$500 will be awarded in March, bringing balance to \$1355.00)); Retirement Walkway - \$13,050.74; State Allocation - \$1,222.74. A motion was made and seconded to approve the treasurer's report and passed unanimously.
2. Report from the Chair – Yvonne Landers
 - i. Faculty Senate
Faculty Senate is looking at governance structure issues. Also discussed was the 2% budget reduction being carried forward into FY13.
 - ii. President's Cabinet – No report
3. Goal Monitor Report – Jessica Klotz
4. Publicity Report – Ron Butler
COSA shirts are available for purchase. See Ron for prices.

E. Committee Reports

1. *Budget* – Shirley McClain
2. *Policy* – Brian Haugabrook
3. *Social Recognition* – Terence Sullivan
Eight applications were received. Five applicants will be chosen and awarded in March.
4. *Professional Development* – Ron Butler

5. *Ad Hoc – Brian Haugabrook*

The holiday calendar for 2013, 2014, and 2015 will be ready to send out for a vote in March. Brian will put up a link so COSA can review it.

F. University Wide Committees

1. *Academic Scheduling/Procedures* - Richard Hammond/Olivia Blakely
2. *Editorial Board for the Alumni Voice* – Yvonne LeRoy-Landers
3. *Environmental Issues (EIC)* – Joan Dear
4. *Facilities Advisory Committee* – Richard Hammond
5. *Institutional Planning* – Terence Sullivan

An online faculty portfolio for tenure/promotions/accreditation was discussed and remanded back to Institutional Planning. IP wants to move forward with it.

6. *Parking Appeals* – Ron Butler
Appeals upheld in January – 139; appeals dismissed– 35.
7. *PBC* – Richard Hammond/Brian Haugabrook
Sue Fuciarelli gave the PBC report. The push for enrollment continues. Several recruiting events were held in Atlanta – 172 attended. Ashley Hall is on budget. The library roof is on hold.
8. *President’s Climate Committee* – Shirley McClain
9. *Chartwells* – Chris Valdes
10. *USG Staff Council* – Terence Sullivan/Yvonne Landers
11. *Wellness* – Lisa Snipes
Reminder that the Health and Wellness Fair is March 8, 10 AM – 2 PM in the Student Union.
12. *Parking and Transportation Policy Committee* – Jessica Klotz/Richard Hammond

G. Unfinished Business

H. New Business

I. Other Business

There was some discussion on how the money for bricks was going to be used and ways to raise additional funds. COSA will look at new possibilities for fundraisers.

Adjournment

The meeting adjourned 9:55 AM.

Respectfully submitted,
Sue Bailey
COSA Secretary