

## **MINUTES OF THE COUNCIL ON STAFF AFFAIRS MEETING**

October 14, 2003

COSA Chair Rebecca Kimbrough called the meeting to order at 8:40 a.m. in the President's Dining Room of the Palms Dining Center. Members present: Carolyn Wilson, Josie Stone, Shannon McGee, Bob Lee, Tim Yorkey, Stanley Jones, Patrick Smith, Jeff Grant, Rosalyn Hatcher, Bobby Flowers, Carolynn Gaston, Rebecca Kimbrough and Mike McKinley

### **SPECIAL ORDER OF THE DAY:**

Patrick Smith thanked everyone for their hard work on making Staff Appreciation Day successful. He reported positive feedback from the staff concerning the event. He reported there was some miscommunication with Moody Air Force Base in renting the dunking booth that resulted in a dunking booth being rented from Special Occasion Rentals. Rebecca Kimbrough paid this expense personally and would need to be reimbursed. There will be a follow up Staff Day Meeting scheduled in the 1<sup>st</sup> or 2<sup>nd</sup> week of November to review the event and note suggestions for next year.

Mike McKinley noted that Coke was especially accommodating at this year's event.

Bobby Flowers noted that parking was an issue at Staff Day this year and recommended the Council consider other parking and transportation arrangements next year.

### **MINUTES:**

Minutes of the previous meeting were approved as submitted.

### **TREASURER'S REPORT:**

Chair Rebecca Kimbrough presented a written report of the three COSA accounts for Treasurer Sharon Butcher.

September: Fund 10000 = \$2075.43

Discretionary = \$2243.95

Retirement Walkway = \$11819.16

Rebecca Kimbrough noted that some Staff Appreciation Day expenses were not reflected in this report because of the timing of the Event and the October COSA meeting, but stated they would be reflected in the next Treasurer's Report.

### **COMMITTEE REPORTS:**

**Academic Scheduling/Procedures:** Mike McKinley attended the last meeting on October 2<sup>nd</sup>. He reported that a survey of faculty/staff/students preferences for holidays/breaks was in the works.

**Benevolence Committee:** ChairCarolynn Gaston. Reporting meeting will be held afternoon of October 14<sup>th</sup>.

**Calendar Committee (Ad Hoc):** Chair Trisha Taylor. No report.

**Elections:** Chair Bobby Flowers. Asking that the proposal on the table be removed as the committee has done further research and devised a new proposal. A motion was made to remove the tabled proposal and received received a second. The new proposal is being tabled until the next meeting.

**Faculty Senate:** The next meeting is scheduled for October 16th at 3:30 in the Magnolia Room. Rebecca Kimbrough will attend the meeting on behalf of COSA.

**Parking Appeals:** Chair Mike McKinley reported the committee upheld 39% of the appeals while 61% of the appeals were dismissed.

**Policy:** Chair Bob Lee reported the committee is going through the policy documentation now and will have issues available to discuss at the next COSA meeting.

**Staff Development:** Chair Shannon McGee reported attending a Partner's For Campus Excellence meeting. General sessions are being scheduled now for those who were not able to participate in the training with their departments. Training is being scheduled for departments that have yet to go through the program. Follow up sessions are being completed for several departments that have gone through the initial training.

**Staff Appreciation Day:** Review was given during Special Order of the Day.

**State Charitable Contributions Program:** Chair Bob reported that cans will be distributed in dorms, offices, and various other areas on campus to collect donations. He noted that himself and Dr. Lynn Bell (College of Nursing) are starting a weight loss wellness program. The cost will be \$5.00 per week. Participants will receive \$1.00 back per week for each pound they lose while going through the program. Participants will also receive pledge cards to ask others to pledge a certain amount of money for each pound lost. Mr. Lee also reported that tennis and golf tournaments were in the works for the future. All profits will be given to State Charitable Contributions.

**Welfare Committee:** Chair Patrick Smith

- **Employee of the Semester:** Chair Stanley Jones reported plans to distribute ballots sometime next month.

- **Retirement Walkway/Luncheon -Employee Recognition:** Chair Shannon McGee reported a meeting will be scheduled for next week to discuss present walkway issues and to update the walkway grid.
- **University Planning Advisory Council:** Rebecca Kimbrough reported that an initial overview meeting was held and that another meeting was scheduled for October 14<sup>th</sup> at 2:00 PM.

**REPORT FROM THE CHAIR:** Chair Rebecca Kimbrough reported that Staff Football Day will be November 1, 2003 Valdosta State vs. North Alabama per Herb Reinhard (Director Athletics). Staff can purchase an unlimited amount of tickets for \$2.00 per ticket. The game will begin at 1:00 PM. Plans are to have tickets for sale in several locations on campus between now and game day including the University Center, University Union, Palms Dining Center, and Plant Operations.

Athletics notes this will be a big game against undefeated North Alabama and possibly for the conference championship.

Mrs. Kimbrough reported that Student Life has started a new program at football games called Blazer Gates. The idea is to get as many fans available at the breezeway before the games to cheer for Coach Hatcher and the Blazers as they walk through the breezeway. This is normally scheduled 2 hours before the game and will be at 11:00 AM for the Homecoming game this upcoming weekend.

Mrs. Kimbrough reported for Inman Grimsley a reminder that open enrollment is scheduled for October 14, 2003 through November 14, 2003. Be advised that the Dental Insurance Plan will be open enrolled for the first time since 1993. Informational packets are being distributed this week by campus mail.

Wild Adventures will be on campus December 3, 2003 from 11:00 AM until 2:00 PM to sell VSU employees discount passes.

Sams Club will be on campus December 12, 2003 from 9:00 AM until 2:30 PM to sell discounted Sams Memberships.

The Strategic Planning Goal 6 Staff Survey has been cancelled.

### **UNFINISHED BUSINESS:**

### **NEW BUSINESS:**

### **OTHER BUSINESS:**

Patrick Smith requested that thank you cards be sent to individuals outside of COSA who helped with the Staff Appreciation Day event. Rebecca Kimbrough reported this is being done now.

Rebecca Kimbrough reported that the Board of Regents meeting on campus went very well. It was noted that Shawn Gibbons very quickly pulled together a COSA display on the Retirement Walkway for the BOR tour of campus.

Rebecca Kimbrough offered condolences and noted the passing of Valdosta Mayor Jimmy Rainwater.

## **ADJOURNMENT**

The meeting adjourned at 10:15 a.m.

Respectfully submitted:

Shannon McGee

Shannon McGee for Shawn Gibbons