

THE COUNCIL OF STAFF AFFAIRS

Minutes of April 11, 2006

1) **Call to Order:**

Chair Bobby Flowers called the meeting to order at 9:05 a.m. in the University Center/Rose Room. Members present: David Bennett, Sharon Butcher, Steve Fesler, Bobby Flowers, Diane Guess, Stanley Jones, Mike Hamm, Mike McKinley, Marshall McLane, Beverly Sharpe, Patrick Smith, Angela Steele, Trisha Taylor, Shana Yorkey, and Tim Yorkey. Quorum attained. Absent: Denise Bogart, Alice Carter, Honey Coppage, Bob Lee and Gerald Winningham. Guests: Brenda Kelley and Brian J. Smith

2) **Special Orders of the Day:**

No Special Order of the Day was scheduled.

3) **Approval of the Minutes from March 14, 2006:**

The Minutes were approved and seconded with two changes.

4) **Approval of Treasurer Reports from March 14, 2006:**

Fund 10 beginning balance - \$1,464.02. Spending ó Staff Day posters: 31.00 and Postage: .37. Ending balance - \$1,432.65. Estimated balance after Pending Activities is 1,129.09. COSA Discretionary account beginning balance: \$2,594.25. After payroll deposits of 20.62 ending balance is \$2,614.87. Retirement Walkway beginning balance \$14,621.72. After payroll deposits and brick purchases of \$170.10 ending balance is \$14791.82. Financial report was approved and seconded.

5) **Standing Committee Reports:**

a) Membership Committee ó Bobby Flowers

1) Employee of the Semester ó David Bennett

The Staff Excellence award letter will go out this week.

2) Elections- Mike McKinley

The nominations will go out today. Elections upon COSA approval of the recommendation of the Policy Committee, Mike McKinley

will initiate the new election procedures. COSA staff members will only be elected by their area of representation. In addition to this change, the new proposal allows for two representatives to be elected by the campus óAt-Largeö. The timeline for this year's election is the following:

April 11óElection Nomination Form sent electronically to classified staff and posted on the COSA website-
<http://www.valdosta.edu/cosa>.

April 21óDeadline to return Election Nomination form

April 27óCampus Elections

June 13óNew council members announced and welcomed at regular COSA meeting.

b) Staff Appreciation Day Committee ó Tim Yorkey

The PE Complex is where the next Staff Appreciation Day will be held.

1) COSA OnóThe-MoveóTim Yorkey ó No Report

c) Welfare Committee ó Tim Yorkey

1) Retirement Walkway/Employee Recognition Luncheon-

Chair: Honey Coppage

There are 280 people that are planning to attend the Employee

Recognition Luncheon on April 25, 2006.

2) Staff Development Committee ó Tim Yorkey

There will be several training courses coming up.

d) Policy Committee ó Bob Lee

Two handouts were passed out. Vote was taken to approve the Election Procedures and was passed.

e) Environmental Issues ó Bobby Flowers

1) Recycling óBob Lee

2) Wellness SafetyóSharon Butcher

We are waiting to see the Faculty Senate Proposal. Handouts were given out.

Sharon would like input from the second page. It was mentioned that we need sheltered areas for smoking.

6) **Ad Hoc Committee Reports**

a) Benevolence ó Shana Yorkey ó No Activity

b) Parking Appeals ó Mike McKinley

The March 2006 Parking Appeals report indicated that of 278 ticket issued, 116 (42%) were dismissed and 162 (58%) were upheld.

7) **Miscellaneous Reports:** No Reports

8) **Report from the Chair:**

a) Academic scheduling/Procedures ó No Report

b) Faculty Senate óBobby Flowers ó No Report

c) University Council- Tim Yorkey

The Emergency Plan was tentatively moved to the next step. The University Council is planning a retreat.

d) State Staff CouncilóBobby Flowers

1) Next meeting is in June 2006.

9) **Unfinished Business:**

a) Sick Leave Bank óBobby Flowers ó Waiting for the Board of Regents approval to establish a Sick Leave Bank. Dr. Bogart will provide more information at the next meeting.

b) Year End Spending ó Approval of a COSA tent purchase was motioned and seconded.

Additional purchases approved were name badges and notebooks. The remainder of the funds will be spent at the discretion of the Executive Board.

10) **New Business**

a) Nominations for Chair Elect

The Election committee will prepare the ballots for the Chair-Elect. This vote for Chair-Elect will be taken at COSA's next regular business meeting. Honey Coppage was nominated.

11) Other Business

- a) Chancellor Davis will be visiting our campus April 24, 2006.
- b) Please email your opinions good or bad regarding the new food services {**Sodexo**} to Robert Kellner rkellner@valdosta.edu or Kae Sinkule ksinkule@valdosta.edu.

Meeting Adjourned at 10:00 a.m.

Respectfully submitted,

Beverly F Sharpe

Secretary, Council on Staff Affairs

If you would like a paper copy of the minutes, please visit our website at www.valdosta.edu/vsu/cosa or contact your COSA Representative