

**COUNCIL ON STAFF AFFAIRS**  
Minutes of Tuesday, January 19, 2016

1. Call to order
  - a. Chair Keith Warburg called the meeting to order at 9:05 AM in the UC Rose Room
2. Roll call: All representatives must sign/initial the attendance roster to be counted as present.
  - a. Members present: Sue Bailey, Denise Bogart\*, Tim Brund, Donnell Davis, Penelope Croft, Angelica Gannor, Senseia Holmes, Marlene Marlow, Brandon Mar, Gwen Manning, Peggy Moch\*, Laura Neely, Sterlin Sanders, Keith Warburg and Shannon Zapf. Guests were Alexandra Countryman (Chartwells), Chuck Conner (CONHS), Shanika Hezekiah (Financial Services) members were absent: ShaTina Adams, David Burdette\*, Derrick Carter, Sabrina Daniels (Proxy Sue Bailey), Chasity Gill, Veronica Graham, Sandra Griffin, Nicole Gunn, Yvonne Landers, and Tiffany Soma. Please send a proxy if you cannot attend a meeting.
3. Communication with Administration
  - a. Dr. Staton reported encouraging news that we have the numbers to meet budget for the semester—possibly up by about 100 new students. The administration is monitoring application numbers; they are up compared to this time last year. Marketing appears to be effective. The 70/80 Task Force is working to improve retention rates. The President's Task Force on Diversity will be given their charge later today and will be led by Tony Thomas, VSU Attorney. Project Innovate—proposals will be accepted in categories of enrollment increase, retention, student satisfaction, graduation rate. General Assembly is in session. We will have representation; Dr. [redacted] the push to develop policies and procedures for volunteers when working with minors on [redacted]

Employee Appreciation go back to being an outdoor picnic on the front lawn. More information about this at the February meeting.

8. Staff Attendance and Participation

9. Employee Morale

10. Representation on Committees

- a. VP Student Affairs Search Committee Position has been reposted by Dr. Staton; looking to fill post by July 1, 2016.
- b. Retiree update - Laura Neely reported that the luncheon is scheduled for April 5. Waiting to hear from Retiree Committee with details. We will need volunteers to help with the event.
- c. Academic Honors & Scholarships Donnell Davis Jr. reported they have selected a student from VSU and Honor's Day is April 28.
- d. Police Chief Search No COSA rep on this committee; the position posting closed last week. No additional details at this time.

11. New Business

- a. Last day for Retiree brick orders is February 2.
- b. Some discussion about the Retiree account and how the money can be spent. Denise will bring questions and suggestions to the committee and they can look at the possibility of using the funds to pay for bricks depending on the parameters set for use of these funds.
- c. Keith Warburg thanked everyone who volunteered to help at Graduation. He said all went very smoothly.

12. Adjournment

Meeting adjourned 9:49am.

Respectfully submitted,

Sue Bailey, COSA Secretary