

**COUNCIL ON STAFF AFFAIRS MEETING AGENDA**  
**9:00 a.m.**  
**Tuesday, September 20, 2016 – University Center Cypress Room**

1. **Call to order**
2. **Roll call:** All representatives must sign/initial the attendance roster to be counted as present.
3. **Communication with Administration**
  - A. Dr. Brown's report
4. **SPECIAL ORDER OF THE DAY**
  - A. Bob DeLong – Retiree Association
  - B. Aramark – will report on status of renovations, programs and address any concerns or issues
5. Approval of the **Minutes of August 16, 2016** meeting of the Council on Staff Affairs
6. **Treasurer's Report**
7. **Report from the Chair**
  - A. Update on USGSC Conference
8. **Staff Attendance and Participation**
  - A. Follow up with Representatives missing meetings
  - B. Divisional changes and proportional representation (by number or percentage) – requesting info from HR
9. **Employee Morale**
  - A. Faculty/Staff Tailgate event at September 24<sup>th</sup> home football game
10. **Representation on Committees**
  - A. Representation on Policy Committee.
  - B. Bylaw changes to address proportional representation issue – make sure our numbers on COSA match University staffing numbers.
  - C. Email regarding VSU Committees & Task Forces from Internal Audit
  - D. List of COSA, Faculty Senate, and VSU Committees (with current COSA representation).  
**See attached and review for corrections.**
11. **New Business**
  - A. FLSA changes update
12. **Adjournment**