

Council on Staff Affairs

(COSA)

Tuesday, May 12, 1998

President's Dining Room (Palms Dining Center)

Members present: John Anderson, Bill Bennett, Holly Decker, Sandra Denson, Bill Filtz, , Ann Harris, Hazel Hewett, Trudy Hyatt, Joe Hickey, Tom Parnell, Pat Rozier, Gloria Tonsil, Beverly Sharpe, Tim Yorkey

Members absent (excused): TR Decker and Sammy Dees

Member-At-Large: Grady P. Everett

Guest(s): Dean Ernestine Clark and Debbie Parkhill

The meeting was called to order at 8:30 a.m.

Minutes of April 7 was approved with changes and corrections:

Staff Luncheon has been changed from Tuesday, May 26, 1998 to Monday, May 25, 1998 in the Magnolia Room (University Center). Anyone wishing to attend should contact Gwyn Parrish at 5950.

Treasurer's Report - "Expenditures for February" should read "Expenditures for March"

Treasurer's Report - Bill Bennett

Totals:

Budget for FY 98 \$2,500.00

Expenditures prior to April 1,385.41

Balance Forward \$ 1,114.59

Expenditures for April

Printing 390.00

Total Expenses 390.00

Balance Remaining 4/30/98 \$ 724.59

Committee Reports

Elections/Employee Recognition - Holly Decker

Elections Results - (see below)

EEO Class 1 - two seats vacant

Scott Donner won the first candidate position.

Bob Bell, Ann Farmer , and Sarah Mizell had to have a run-off election for the second candidate position.

New Board members will be invited to the June meeting and take position starting in July.

Employee Recognition - Nominations are in and the committee will meeting next week.

Welfare Committee - Bill Filtz

USGA Staff Council meeting will be held Friday, May 22, 1998 in Macon, GA. Bill Filtz and Beverly Sharpe attending.

Proposed letters that were sent to Dr. Bailey. We received feedback about the mentoring program.

Policy Committee - Trudy Hyatt

Board members voted on and approved changes to the COSA By-Laws regarding Re-districting representation.

Staff Conference Committee - Beverly Sharpe

We have had two meetings since the last COSA Meeting. With COSA's permission, I would like for us to vote and approve the Proposed Agenda for the Conference. The committee had discussed having white T-shirts and Polo shirts. Logos for the conference was shown to the Board. The Board approved the logo and having white T-shirts and Polo shirts for the conference.

Copies of the proposed agenda for the conference was distributed to the Board. The committee decided to start on Thursday, October 1. "How to start a Staff Council" will be the topic of discussion. Refreshments will be served. On Friday, October 2, the actual conference. The Board approved the proposed agenda for the Staff Conference.

August 13 will be the deadline for the early bird registration. Early registration is \$25 and late registration is \$30.

A banner with the Staff Conference theme, "Reach for the Stars" . Banner will hang at the main entrance of the University Center. The board approved the banner.

The Sustella Lot will be the designated parking area for Conference visitors. Busing from the Sustella Lot to the Baileys for breakfast and then to the University Center to start the Conference. Charles Harmon is donating the folders to COSA for the Staff Conference. Discussion of putting labels on the folders with the Conference theme on the front of the folders. The Board agreed on all items discussed for the Staff Conference.

The committee member will be meeting again on May 28 at 8:30 - Library Conference room

Report from the Chair

September pay raises - Our pay raises have been delayed until September 1. This is in accordance with the Bill that passed the Senate. For those retiring with sick leave benefits, it will be added on to your retirement. Unfortunately it had to be funded with our pay raises for two months. This year, it is only half funded. It effects all new faculty who start in August and staff.

It is my understanding that bi-weekly employees will be getting a paycheck with the old rate and a second one with the new payrates.

Staff Luncheon - Date changed to Monday, May 25, 1998 in the Magnolia Room.

Parking - According to Jim Black, Parking Services will now be prorating decals for new employees. The policy has sent been changed. Remember when we buy decals in September, payment will be done in full (cash, personal check, or credit card).

Old Business - None

New Business

Dean Ernestine Clark, Chair of the SACS Self-Study Committee, discussed Southern Association of Colleges and Schools (SACS) which takes place on Georgia colleges and universities. All higher education institutions must guarantee to the public that they meet certain standards which are mandated by the federal government. VSU is a member of the Southern Association which includes 11 states.

Starting this year, January 1998, we, Valdosta State, began our SACS Self-Study. For the next two years, we will evaluate ourselves and after the two-year self-study, a visiting team from other colleges and universities and the SACS home office will come in and take a look to see if we have been truthful about evaluating ourselves. If the institution does not meet the Southern Accreditation standards, it may be forced to closed for not meeting the regional accreditation standards.

A copy of the MUST Statements from *CRITERIA FOR ACCREDITATION* was given to COSA members. Dean Clark stated that every unit on campus will be a part of the Self-Study and everyone on campus should become familiar with the MUST Statements. Everyone on campus will be kept up-to-date with the SACS Self-Study. The Visiting Committee will be at Valdosta State University during Spring 2000.

Other Business

New replacement fee for VSU ID - It was discussed that no notification of the replacement cost for a lost VSU IS card has been changed from \$10.00 to \$15.00. After discussing the issue, Tim Yorkey will be contacting Auxillary Services.

There being no other business or discussion, the meeting was adjourned at 9:25 a.m. The next COSA meeting will be on June 9, 1998 in the University Theatre at the University Center.

COSA Election Results 1998

Business and Finance - one seat vacant

Nina Windham - Procurement

Student Affairs - one seat vacant

Ann Lacey Student Affairs

President - one seat vacant

Ruth Salter Institutional Research

EEO1 two seats vacant

Scott Doner Public Safety

Ann Farmer Public Safety (won run-off election)

EEO3 - one seat vacant

Debbie Parkhill Student Financial Services

EEO4 two seats vacant

Debra Holley Political Science

Beverly Sharpe - Nursing

EEO5 one seat vacant

Tim Yorkey Public Safety

Area	Ballots		Ballots Turnout
Represented	Mailed	Cast	(Percentage)

President	57	16	28.07%
Business & Finance	434	70	16.12%
Student Affairs	72	17	23.36%
EEO Class 1	107	60	56.07%
EEO Class 3	101	31	30.69%
EEO Class 4	206	146	70.87%
EEO Class 5	61	16	26.22%
Totals	1038	356	34.30%