



**The Council on Staff Affairs
Minutes of Tuesday, August 12, 2008**

1. Call to Order:

Chair Elect Richard Hammond called the meeting to order at 9:00 a.m. in the University Center Cyprus Room. Members present: Sue Bailey, Denise Bogart*, Bob DeLong,, Bobby Flowers, Mike Hamm, Richard Hammond, Judy Hart, Jennifer Harvey, Verna Harvey, Bob Lee, Yvonne LeRoy-Landers, Shirley McClain, Mike McKinley, Lauren Davis*, Kathy Sundin, and John Wright. The following members were absent: Nolan Argyle* (excused), Sharon Butcher (excused), Lisa Hayes, Ben McCranie, Regina Lee (excused), Jay Rickman (Proxy-Mike McKinley) and Terence Sullivan (excused). * Signifies non-elected members. **Please send proxy if you can not attend a meeting. Reminder postcards will be sent a few days before each COSA meeting.**

2. SPECIAL ORDER OF THE DAY:

A. Committee Assignments

The 2009 COSA Committees list was distributed so that Reps could confirm their committees, or add their names if they had not already done so.

3. Approval of the Minutes from July 8, 2008:

Quorum was attained for minute's approval. July minutes were distributed and approved.

4. Approval of Treasurer's Report: Judy Hart

According to the Treasurer's Report as of July 8, 2008 COSA's foundation account balance is \$1055.02 and the Retirement Walkway and Employee Recognition foundation account balance is \$12,375.33. Judy stated the Fund 10 Account balance is \$87.00. There was some discussion about the fact that this balance is not supposed to be carried into the new year. Judy will provide a Treasurer's Report spreadsheet to be sent out with the minutes each month. The Treasurer's Report was approved.

5. Standing Committee Reports:

A. *Membership Committee* – Bobby Flowers

1. *Employee of the Semester (EOS)* –Denise Bogart

Wendy Butler's name was sent to the City to be nominated for World Class Employee. Denise will be calling a committee meeting soon to work on the next Employee of the Semester.

2. *Elections* – Mike McKinley

No report.

B. *Staff Appreciation Day Committee (SAD)*– Richard Hammond

Richard plans to call a committee meeting in late August or early September.

1. *COSA On The Move:* Richard Hammond

Richard reported that some of the activities for COSA involvement being considered are Homecoming, Voter Registration, and Pedestrian Walkway (Oak Street near the new parking deck).

- C. **Welfare Committee** – Bobby Flowers
 - 1. **Retirement Walkway** – Bobby is still in discussions about the designs to improve the walkway and fix the drainage problem. Judy reported on the Valdosta State Retirees Association. At their recent meeting, 25 retirees were in attendance. Plans are in the works to have a newsletter, listserv, website and more.
 - 2. **Benevolence** – Sue Bailey & Regina Lee
Three deaths of employees' family members were reported.
 - D. **Policy Committee** – Terrance Sullivan
No report.
 - E. **Environmental Issues (EIC)** – Bobby Flowers
Bobby is checking the meeting schedule.
 - F. **Publicity Committee** – John Wright
A meeting is being planned for late August.
6. **Miscellaneous Reports**
- A. **Parking Appeals Reports** – Michael McKinley
There were 134 tickets upheld and 132 tickets dismissed for July.
 - B. **Goal Monitor Report** – Verna Harvey
The Planning Database for the COSA area was down so Verna was unable to provide handouts for the 2008 Wrap Up and final version of the 2009 Goals. Verna reported that one COSA volunteer worked at Commencement on August 2.
 - B. **Wellness** – Bob Lee
The retreat was held. Bob will provide us with a report on the event at a future meeting.
 - C. **Weight Watchers** - Bob Lee
Bob reported that there are four weeks left. They are still trying to get two groups organized for fall.
7. **Report from the Chair** – Bobby Flowers
- A. **Academic Scheduling/Procedures** – Bobby Flowers
 - 1. **Holiday Scheduling** – Bobby Flowers
Bobby requested a copy of an old survey to use as a guide in designing a new survey.
There has been no word yet from President Schloss on the 2010 holiday schedule.
 - B. **Faculty Senate** – Bobby Flowers
No report.
 - C. **University Council** – Richard Hammond
No report.
 - D. **State Staff Council** – Bobby Flowers
 - 1. Bobby will be attending the next meeting which will focus on the budget cuts.
 - 2. Annual Staff Conference will be held October 8 & 9 at Kennesaw. Please let Bobby know if you are interested in attending.
8. **Unfinished Business**
9. **New Business**
Yvonne reported on her work on a scholarship for TAP recipients to be used for book expenses. Denise suggested that there is a need for further research into policy restrictions on how scholarships can be used and where the money must go. Richard announced that anyone interested in helping on Student Move-In Day should attend the meeting this afternoon at 5 PM in Powell Hall.
10. **Other Business**
11. **Adjournment** – The meeting was adjourned at 9:40 a.m

Next COSA meeting is September 9, 2008 in the UC Rose Room.

Respectfully submitted by

Sue Bailey,
Secretary for COSA

Don't forget to respond after you have read the minutes. Your approval is needed and appreciated!!!