

COUNCIL ON STAFF AFFAIRS

Minutes of Tuesday, June 8, 2010

1. Call to order

Chair Richard Hammond called the meeting to order at 9:05 AM in the University Center Rose Room.

2. Roll call: All representatives must sign/initial the attendance roster to be counted as present.

Members present: Sherri Adams, Sue Bailey, Ron Butler, Heidi Coggins, Lisa Copeland, Zach Crapa, Leighia Hammond, Richard Hammond, Brian Haugabrook, Jessica Klotz, Michael Knight, Regina Lee, Terence Sullivan, and John Wright. Guests in attendance were: Traycee Martin (VP Finance). The following members were absent: Denise Bogart, Bobby Flowers, Ann Farmer, Carolyn Glock, Judy Hart, Yvonne LeRoy-Landers, Shirley McClain, Jay Rickman, Kathy Sundin (excused), and Rich Yokeley. **Please send a proxy if you cannot attend a meeting.**

Reminder postcards will be sent a few days before each COSA meeting.

3. SPECIAL ORDER OF THE DAY

4. Approval of the Minutes of May 18, 2010 meeting of the Council on Staff Affairs

After several corrections were made to the minutes, a motion was made and seconded to approve. The vote was unanimous and the minutes were approved with corrections.

5. Officer's Reports

A. Treasurer's Report – Judy Hart

The treasurer was absent so there was no report.

B. Report from the Chair – Richard Hammond

i. Faculty Senate

Changes to health care benefits for retirees were discussed.

ii. President's Cabinet – no report

iii. Executive Committee/President Lunch Meeting – no report

C. Goal Monitor Report – Sherri Adams – no report

D. Publicity Report – Yvonne LeRoy-Landers – no report

6. Committee Reports

A. *Membership Committee* – Chair (Terence Sullivan)

i. Employee of the Semester – Denise Bogart – no report

ii. Elections – Terence Sullivan

The floor was opened to nominations for the following positions: Publicity, Treasurer, Secretary, Goal Monitor, and Parliamentarian. Ron Butler and Carolyn Glock were nominated for the Publicity position. A vote was taken and Ron Butler was elected for Publicity. A motion was made and seconded to vote in the other positions as each nominee was running uncontested.

There was no discussion and the vote was unanimous in favor of the motion. Those elected are as follows: Treasurer – Leighia Hammond, Secretary – Sue Bailey, Goal Monitor – Sherri Adams, Parliamentarian – Heidi Coggins. Congratulations to all!

B. *Welfare Committee* – Chair Elect (Terence Sullivan)

i. Retirement Walkway & Recognition – Bobby Flowers

No report.

1. Retirement Association – Judy Hart

The Retirement Luncheon is scheduled for June 24.

ii. COSA on the Move – Yvonne LeRoy-Landers – no report

iii. Benevolence – Sue Bailey – no report

C. *Policy Committee* – Parliamentarian (Heidi Coggins) – no report

D. *Staff Appreciation Week Committee* – Chair Elect (Yvonne LeRoy-Landers) – no report

E. *Blazer Books* – Yvonne LeRoy-Landers – no report

7. University Wide Committees

A. *Academic Scheduling/Procedures* – Bobby Flowers – no report

B. *Editorial Board for the Alumni Voice* – Yvonne LeRoy-Landers – no report

C. *Environmental Issues (EIC)* – Bobby Flowers – no report

D. *Facilities Advisory Committee* – Richard Hammond

Committee met and prioritized additional projects from the fund pools.

- E. *Institutional Planning* – Sherri Adams – no report
- F. *Parking Appeals* – Kathy Sundin/Terence Sullivan
In May, total number of appeals upheld – 135. Appeals dismissed – 92.
- G. *PBC* – Terence Sullivan/John Wright
- H. *President’s Climate Commitment* – Shirley McClain – no report
No report.
- I. *Sodexo Dining Dish* – Leighia Hammond – no report
- J. *USG Staff Council* – Bobby Flowers
Issues that came out during the webinar on the potential changes in retiree health care benefits were discussed.
- K. *Wellness* – Jessica Klotz
Reminder that the faculty/staff blood drive will be held June 16 from 12:30 – 5:30 pm.
- L. *Parking and Transportation Policy Committee* – Bobby Flowers/Ann Farmer – no report

8. Unfinished Business

- A. *Topic for vote:* Nominations/election of officers.
See above under Membership Committee – Elections.
- B. *Topic for vote:* Nominations/ election of representative for PBC.
Richard Hammond is a voting member. Zach Crapa was nominated and voted in by acclamation to be the other voting member from COSA.

9. New Business

10. Other Business

Richard explained committee requirements and responsibilities to the representatives. The gavel was passed to Chair Terence Sullivan. The representatives were reminded that the next meeting, July 13, would be our Goal Planning Retreat and would last from 9 am – 2 pm.

11. Adjournment

The meeting adjourned at 9:47 AM.