



COUNCIL ON STAFF AFFAIRS

Minutes of Tuesday, April 16, 2013

1. Call to order

- a. Chair Brian Haugabrook called the meeting to order at 9:01 AM in the UC Magnolia Room.

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

- a. Members present: Beverly Amiot, Sue Bailey, Olivia Blakely, Denise Bogart*, Joan Dear, Regina Lee, Jessica Klotz, Brian Haugabrook, Pete Harkness*, Shanika Hezekiah, Yvonne Landers, Bob Lee*, Laura Pitts, Terence Sullivan, and Angela Uyeno. Guests in attendance were: Lauren Braun (Int'l Programs), Courtney Wilkes (Financial Services), and Donnell Davis Jr. (Financial Aid). The following members were absent: Lisa Snipes, Ron Butler (Proxy-R.Lee), Carolyn Glock, Barrie Fitzgerald, Richard Hammond, Michael Knight, and Tracy Meyers*. (An *asterisk denotes a non-voting member.) **Please send a proxy if you cannot attend a meeting.**

3. SPECIAL ORDER OF THE DAY

- a. After a discussion of Traci Gossier's presentation at the March meeting on VSU becoming a Tobacco Free Campus, a motion was made that COSA will support bringing Traci back to continue discussions and receive additional information. The motion was seconded and carried.

4. Approval of the Minutes of November 13, 2012, January 15, 2013, February 19, 2013, and March 19, 2013 meetings of the Council on Staff Affairs

- a. Minutes were approved. No meeting, no minutes for December 2012.

5. Officer's Reports

- a. Treasurer's Report – Shanika Hezekiah
 - i. State Allocation – \$1,725.25; Discretionary account - \$2,987.31; Blazer Books - \$1,404.00; Retirement Walkway - \$13,368.33.
- b. Report from the Chair – Brian Haugabrook
 - i. Faculty Senate
 - ii. President's Cabinet
- c. Goal Monitor Report – Jessica Klotz
Discussion was held concerning the best date for the retreat. It was decided to hold the retreat on Friday, May 17 from 11 AM - 2 PM at Austin's Steak House. Room fee will be \$25.
- d. Publicity Report – Ron Butler

6. Committee Reports

- a. *Policy* – XXXXXXXX
- b. *Social Recognition* – Terence Sullivan
- c. *Professional Development* – Ron Butler

7. University Wide Committees

- a. *Academic Scheduling/Procedures* - Richard Hammond/Olivia Blakely
- b. *Parking Appeals* – Laura Pitts
For March, 151 citations were upheld and 67 were dismissed. There was an increase in March in the number of appeals due to students trying to register for classes and also graduation.
- c. *PBC* – Yvonne Landers/Regina Lee

Discussion was held regarding issues with spending the one-time allocated funds before the end of FY13 or the funds go back to the state. Faculty wants to create a list of 'projects' to present to the PBC to use the allocated money. Brian will suggest that COSA and SGA should also be able to submit lists. Another suggestion was to use some of the funds to hire an outside consulting firm to do a salary study.

d. *Chartwells* – Pete Harkness

There are lots of specials coming up. Please see handouts. Pete received complaints about taking away \$5 Tuesdays. He has instituted a Faculty/Staff meal plan to be implemented in fall semester which will offer significant savings and will keep meals in the \$5 price range. The proposed plan will be \$450/semester, 4 meals per week plus \$100. Meals on this plan cannot be rolled over to the next week. Contact Pete for more information. Dining is introducing a variety of new items at several locations: news salads, ice cream cones at Chik Fil A, XL pizzas at Papa John's, and more.

e. *USG Staff Council* – Yvonne Landers

Next meeting is at Kennesaw State on May 1. Meeting starts at 8 AM so attendees will be going up the night before. Look for another email and respond if you are interested in attending.

f. *Wellness* – Lisa Snipes

Courtney Wilkes talked about Relay for Life. Starts 7 PM this Friday through 7 AM Saturday morning. Survivor walk at 7:30 PM. Please come out if you can to support this great cause. Raffle tickets are still being sold (cake tickets, \$200 Steele's Jewelry gift certificate). Also still taking donations.

8. Unfinished Business

9. New Business

10. Adjournment

Meeting adjourned at 9:53 AM.

Respectfully submitted,
Sue Bailey
COSA Secretary