



COUNCIL ON STAFF AFFAIRS
Minutes of Tuesday, March 19, 2013

1. Call to order

- a. Chair Elect Regina Lee called the meeting to order at 9:05 AM in the UC Magnolia Room. We did not meet quorum.

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

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

3. SPECIAL ORDER OF THE DAY

- a. Traci Gossier updated the group on the Tobacco Free Campus initiative. She provided statistics on the dangers of tobacco products. Several USG institutions have become Tobacco Free campuses. In our region, Valdosta City Schools have become Tobacco Free campuses. Waiting for the results from a Student Government survey on the issue. Traci requests COSA support of the initiative.
- b. Becky Murphy updated the group on Relay for Life and encouraged campus-wide involvement. There are still many opportunities to support the cause - still time to create teams, join teams, purchase luminary bags, and donate to a team of your choice. Information may be included in COSA email promotions and on the website.

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

- a. Minutes could not be approved due to lack of quorum. (No meeting/minutes for December.)

5. Officer's Reports

- a. Treasurer's Report – Shanika Hezekiah
 - i. State Allocation – \$1,725.25; Discretionary account - \$3,031.40; Blazer Books - \$1,404.00; Retirement Walkway - \$14,128.33.
- b. Report from the Chair – Brian Haugabrook
Please be aware of deadlines for some inaugural events. Please participate as you are able.
 - i. Faculty Senate
 - ii. President's Cabinet
- c. Goal Monitor Report – Jessica Klotz
Discussed possible dates for the retreat. Possibly on the June meeting date or the following Tuesday. Jessica will email reps with date possibilities. Dates will be finalized at the next meeting.
- d. Publicity Report – Ron Butler

6. Committee Reports

- a. *Policy* – XXXXXXXX
 - i. Elections - Each area has grown so we want to ensure all areas are represented proportionately. We will be adding additional reps.

- b. *Social Recognition – Terence Sullivan*
 - i. The next raffle will be for a TV. Tickets will be \$3.
 - ii. Survey about Staff Appreciation - Brian is working on this. Possibly making the event 3 hours instead of 1.5 hours to allow more people to enjoy it.
 - iii. Brick orders - 26 have to be ordered. They are still \$50. Judy Hart requested we send in what we have now.
- c. *Professional Development – Ron Butler*

There is no ongoing money for Blazer Books. We will have to hold fundraisers like raffles to replenish. Currently we are still supporting the Retirement Luncheon which is scheduled for May 7. Tickets are \$12.

7. University Wide Committees

- a. *Academic Scheduling/Procedures* - Richard Hammond/Olivia Blakely
- b. *Parking Appeals* – Laura Pitts
For February, 105 citations were upheld and 91 were dismissed.
- c. *PBC* – Yvonne Landers/Regina Lee
Next meeting is March 29 at 9 AM.
- d. *Chartwells* – Pete Harkness
- e. *USG Staff Council* – Yvonne Landers
Next meeting is at Kennesaw State. There will be voting for several officers. Yvonne Landers will forward the meeting agenda.
- f. *Wellness* – Lisa Snipes
Free yoga classes have been extended. Weight Watchers is continuing their series and will prorate the cost. Benefits and Wellness Fair will be held in October. The Walking Contest is going on with 70 participating; still time to join for \$8.

8. Unfinished Business

9. New Business

The Employee of the Semester plaque is full. A request for a new one will be made to Harmon's.

10. Adjournment

Meeting adjourned at 9:42 AM.

Respectfully submitted,
Sue Bailey
COSAs Secretary