COUNCIL ON STAFF AFFAIRS

Minutes of Tuesday, October 20, 2015

1. **Call to order**
    a. Chair Keith Warburg called the meeting to order at 9:10 AM in the UC Rose Room.
2. **Roll call:** All representatives must sign/initial the attendance roster to be counted as present.
    a. Members present: Sue Bailey, Tim Brunt, Sabrina Daniels, Donnell Davis, Meagan Ellis, Angelica Gannon, Veronica Graham, Sandra Griffin, Anthony Howard*, Yvonne Landers, Marlene Marlow, Brandon Mainer, Gwen Manning, Sterlin Sanders, Tiffany Soma, Keith Warburg, and Shannon Zapf. Guests were: Jessica Deal (Financial Aid). The following members were absent: ShanTina Adams (Proxy-Marlene Marlow), Denise Bogart*, David Burdette*, Derrick Carter, Chasity Gill, Nicole Gunn, Laura Pitts (excused). **Please send a proxy if you cannot attend a meeting.**
3. **SPECIAL ORDER OF THE DAY**
    a. Dr. Staton thanked the reps for their service to the Council and the University. He briefly reviewed the following: 1.) the marketing program is underway and positive feedback is being received; 2.) job #1 for everyone is always student satisfaction; 3.) positive events for recruitment have been going on around the state and out-of-state and positive feedback is encouraging; 4.) expecting increased enrollment from AL and FL; 5.) encourages work on building community and creating a strong bond between VSU and Valdosta. Dr. Staton stated we need to do more to foster community and things for students to do in Valdosta to help build Valdosta into a real college town. He asked that everyone wear red on Fridays all throughout the year to help building community and spirit on our campus. We are about to be in the interview stage in November for the Provost position. The window for attorney applications closed on October 15 and moving into the interview stage. Dr. Staton talked about restructuring – Andy Clark is leaving VSU. Units will be returned to "more natural places" and the VP of EMC position will not be filled. T. Mitchell will be Executive Director of Enrollment Services and report directly to the President. Ryan Hogan will be Interim Admissions Director. Dr. Staton reiterated the most important things are enrollment and marketing, helping students feel connected to VSU. He took questions from the reps about: the new tradition of Spirit Marches continuing beyond football season, the potential for VSU to acquire Bazemore Stadium when the cew city high school is build, and washing VSU vehicles.
    b. Blazer Book Awards – Blazer Book Awards were presented to Eric Nielsen and Hilary Waites. President Staton was on hand to present and congratulate the winners. Congratulations!
    c. Homecoming –Melinda Fudge – Volunteers needed for the Watch Party. Planning a parade and tailgate party. An Alumni Association Chapter has been formed in Valdosta. Meets 2nd Tuesday of the month at 6 PM at Holiday Inn.
4. **Approval of Minutes**
    a. A motion was made by Yvonne Landers and seconded by Donnell Davis Jr. to approve the minutes of September 16, 2015. The votes were unanimous in favor of the motion.
5. **Treasurer's Report**
    a. State $1982.00
    b. Discretionary $783.53
    c. Blazer Books $1334.30 (VP John Crawford donated $1500.00)
    d. Retirement $10,669.78
6. **Communication with Administration**

a. Chartwells – Anthony Howard
   Reported on dining specials. November 11, veterans will get free coffee at locations on campus that sell coffee.
b. Report from the Chair – Keith Warburg
   i. State Staff Council was a great event. Brought back an idea for professional development funding. The Executive Committee will discuss possibilities for a grant for licensing needs for Plant employees. Keith will get with Ray Sable to discuss the needs and examine the feasibility. Next year the annual meeting will be at Kennesaw. Open enrollment is coming. Employee of the Semester emails will go out soon asking for nominations. November 3 is Benefits Fair in the Student Union.

7. **Staff Attendance and Participation**
8. **Employee Morale**
   a. Report by Dr. Bogart on Education Support Leave was tabled.
9. **Representation on Committees**
   a. VP Student Affairs Search Committee – Keith reported there is a meeting Oct 21 to review applicants.
   b. University Attorney Search Committee – Brandon Mainer reported the committee meets Oct 21 to review applicants.
10. **New Business**
    a. Brandon Mainer reported that an email would be sent out about Pumpkin Wars.
    b. There was some discussion about mentoring opportunities and ways to reach out to the community.
    c. Donnell Davis reported on Campus Wellness – exercise classes are being held for free for employees; also the Rec Center is going to have a family festival.
    d. Tim Brunt shared an idea to get students to create groups to clean up trash in Valdosta as part of community building – volunteer programs through Student Life.
    e. Tiffany Soma reported on policy changes regarding Educational policies.
    f. Michael Holt reported on plans for Faculty Senate to be approached to put out a statement of support for faculty that received non-renewal letters; creation of a committee to ensure those people receive all the resources they need to find employment elsewhere.
    g. The first meeting of the Reorganization and Staff Participation Committee will be in February. We are looking for representation from each division.
11. **Adjournment**

Motion to adjourn – Sterlin Sanders. Motion seconded – Shannon Zapf. The meeting adjourned at 10:10 am.

Respectfully submitted,

Sue Bailey, COSA Secretary