



COUNCIL ON STAFF AFFAIRS
Minutes of Tuesday, August 18, 2015

1) Call to order

a) Chair Keith Warburg called the meeting to order at 9:02 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 Jr., Meagan Ellis, Angelica Gannon, Veronica Graham, Sandra Griffin, Nicole Gunn, Pete Harkness*, Selenseia Holmes, Yvonne Landers, Brandon Mainer, Gwen Manning, Marlene Marlow, Michael Noll*, Sterlin Sanders, Tiffany Soma, Keith Warburg, and Shannon Zapf. Guests were: Michael Noll (Faculty Senate) and Olivia Blakely (Plant). The following members were absent: Denise Bogart*, Derrick Carter, Shantina Adams, Chasity Gill, and Laura Pitts (Proxy-Sue Bailey).

Please send a proxy if you cannot attend a meeting.

3) SPECIAL ORDER OF THE DAY

a) Dr. Staton addressed the Council, discussing enrollment, marketing, and retention; the new marketing plan and how it will impact students; how staff can get their ideas heard to contribute to student success. Dr. Staton also took questions from representatives and guests.

b) Chief Seacrist addressed the Council, discussing his campus policing philosophy and plans to be an engaged police chief, promoting more interaction, visibility, and availability of officers and command staff.

4) Approval of Minutes

a) A motion was made by Yvonne Landers and seconded by Meagan Ellis to approve the minutes of July 21, 2015. The votes were unanimous in favor of the motion.

5) Treasurer's Report

a) State \$2057.00

b) Discretionary \$874.83

c) Books \$39.20

d) Retirement \$10,669.78

6) Communication with Administration

a) Chartwells – Pete Harkness and Anthony Howard reported on upgrades done in Palm's over the summer: another made-to-order station was installed; facelifts were done to all stations to brighten up the dining hall. Check the website for upcoming events such as a Watermelon Eating Contest and a Bob for Apples Contest. Calendars of events are posted on the website. Retail specials that had been started last semester will be continued in fall semester and we were reminded about the Faculty/Staff meal plan and the To-Go plan.

b) Report from the Chair – Keith Warburg

i) Election of Parliamentarian – Yvonne Landers was previously nominated. Keith called for nominations from the floor. No additional nominations were added. Meagan Ellis made a motion to accept Yvonne Landers as Parliamentarian and the motion was seconded by Angie Gannon. The vote was unanimously in favor of the motion. Congratulations Yvonne!

ii) Convocation went well. Keith gave a welcome from COSA. Three Staff Excellence Award winners were honored: Brittany Smith, Rosezella Ward, and Robert Tindall. Congratulations to all!

iii) Zaxby's Fundraiser – the first check was received in the amount of \$246 for June's fundraiser. The July check is expected. The next date for the fundraiser is August 25 from 5 – 8 PM at the St. Augustine Rd Zaxby's.

iv) Move In Day went smoothly. Parents reported they were pleased with how well things went. Thanks to everyone who volunteered.

7) Staff Attendance and Participation

- a) A new committee – Staff Participation and Recognition Committee – has been established. Please see Keith if you wish to serve on this important committee. The committee will be charged with finding opportunities to work with Faculty Senate and to evaluate our representation to ensure we are accurately representing the different divisions on campus.

8) Employee Morale

- a) Staff Excellence Award winners were Brittany Smith, Rosezella Ward, and Robert Tindall.
- b) Blazer Book Awards – at the September meeting the winners will be announced. Please encourage people you know who are on TAP to apply.

9) Representation on Committees

- a) VP Student Affairs Search Committee – Keith reported that a lot of applications have been received and the process is moving forward. The target start date for the new VP is beginning of spring semester.
- b) University Attorney Search Committee – Tony Thomas has been named interim attorney. The committee is waiting for the job posting to be approved.

10) New Business

- a) The Annual USG Staff Council Retreat will be at Columbus State on Sept 30 – Oct 1. The theme is “Everything Matters.”
- b) The Lemonade Brigade is going well. On Monday, 1200+ cups of lemonade were served to students. Thank you to all who participated to make the event a success and welcome students to campus.

11) Adjournment

The meeting adjourned at 10:05 am.

Respectfully submitted,

Sue Bailey, COSA Secretary