



COSA MINUTES

Tuesday, January 17, 2001

Presiding Chair Pat Rozier

Members present: Alan Bernstein, Debi Britt, Holly Decker, Sammy Dees, Scott Doner, Ann Farmer, Inman Grimsley, Lisa Hayes, Ann Lacey, LaRona McClain, Shannon McGee, Pat Rozier, Ruth Salter, Kae Sinkule, Beverly Sharpe, Andrea Noel

Members excused: Tommye Miller, Tim Yorkey

Guests: Dr. Hugh Bailey, Frank Barnas, Thressea Boyd, Janice Chalmas, Marjorie Davis, Jeff Grant, Shana Gilmore, Nina Hackworth, Lara Herrick, Donna Jones, Rob Kellner, Beth Lancaster, Katherine Lane, Midge Martin, Traycee Martin, Joe Newton, Cindy Obester, Walter Rollenhagen, Mike Savoie, Rachelle L. Young

The Council on Staff Affairs met on Wednesday, January 17, 2001 at the University Center - Dogwood Room.

The meeting was call to order at 8:35am.

Approval of the Minutes - The minutes for December 12, 2000 were approved with the following correction(s):

Page 4 - twelve (12) paid holidays instead of eleven (12)

Treasurer's Report – Nina Windham – A detailed report was given to COSA members reflecting all 3 accounts from July 1 to December 31, 2000:

a. Fund 10 Account \$1,193.08

Spectator Ad \$ 90.00

Library Copy Center 4.50

Ending Balance \$1,098.58

b. Fund 90 Account (COSA Discretionary) \$ 835.51

c. Retirement Walkway & Employee Recognition \$1,545.88

If anyone has any questions, please contact Nina Windham. A motion was made and seconded to accept the Treasurer's Report.

Special Order of the Day – Employee of the Semester – Dr. Bailey and Pat Rozier presented certificates to the following nominees: Thressea Boyd, Janice Chalmers, Marjorie Davis, Shana Gilmore, Lara Herrick, Donna Jones, Beth Lancaster, Katherine Lane, Midge Martin, Joe Newton, and Walter Rollenhagen,

Other nominees - Barbara Brogdon, Steve Cline, Norma Dawkins, Judy Griffin, Elizabeth Rose, and Amanda Williams.

The Fall Semester 2000 Employee of the Semester is Marjorie Davis. Marjorie received a certificate, a special parking permit for the semester and a check for \$100 from Dr. Bailey. Congratulations to Marjorie and all our nominees.

After welcoming guests and COSA members, Dr. Bailey asks if anyone had any questions. Employee of the Semester nominees were asked to go with Jeff Grant to have their pictures taken and they were invited to come back to attend the COSA meeting.

Committee Reports

Employee Recognition - Scott Doner – The committee received 18 nominations for the Fall Employee of the Semester. It was discussed, for the future to give all nominees a certificate to show appreciation for their hard work and frames for the certificates. The committee will look in this for the future Employee of the Semester.

Elections Committee - Holly Decker – Currently working on the Procedures for the Elections Committee. After the Procedures are completed Holly and Nina Windham will check to see that Election Committee Procedures are correct. Will be meeting soon to get ready for elections.

Policy Committee - Ruth Salter - The committee meet last week and have a working copy of the ByLaws. A draft copy will be available for review at the next COSA meeting. By the following meeting, we hope to have the Procedures Manual in draft form for review.

Welfare Committee -

Retirement Walkway & Employee Recognition - Debi Britt - We meet on January 9 with the Brick engraver. He demonstrated different type of bricks that he has done. He will try more process with the hypoxic. We went over the

proposed changes to the brochure. In the meantime, have spoken with Foundation and we have received from the 2000 report \$626 from the Faculty/Staff Campaign and for 2001 – projected -

\$1,166 double from last year. Thus far only 2 people have purchased a brick, The Committee will check with Hilda Spells to find out the correct numbers. Thank you letters will go out with the brochures for those who have donated. Debi got in contact with Paula Williams from SAMS Clubs and will work on the grant letter..

It has been suggested getting together and making a packet for the Foundation. The committee will let everyone know what happens.

Recycling - Holly Decker - Valdosta State has given 7,140 lbs 1239lbs of plain white paper, 25940 in august

47206 lbs 140 lbs of aluminum cans Change aluminum cans due to fact that Rice vending offers 40 cents per pound versus Fiber Mulch at 30 to 20 cents per pound. Money has been placed in the Recycling Account. Dr. David Gibson is the chair of the Recycling committee. Holly and Bubba Nolan have been trying to contact him. Kae Sinkule volunteered to talk with Dr. Gibson.

Discussion and questions arose as to what happens with the money collected. Scott Doner volunteered to ask at the next Environmental Issues committee meeting.

Parking & Transportation – Beverly Sharpe and Shannon McGee

Report from the Chair

The Academic Scheduling and Procedures Committee will be meeting on Thursday, January 25 at 3:15pm. The committee is currently working on the Final Exam schedule for Fall, Spring, and Summer 2002.

Holly Decker was asked to serve on the Advisory Committee. The committee meet and Becky Murphy has great ideas on promoting better standards and communication with everybody who is involved with the student process. A summary will be made available by the next meeting.

Wild Adventures – I have received a lot of responses from the staff and faculty. I'm currently working on a proposal for Wild Adventures and will give it to the Wild Adventures Representative.

Administrative Council meeting on Tuesday, January 16, 2001. Highlighted items discussed:

Minority Affairs – All VSU Faculty/Staff are invited to the Martin Luther

King, Jr. program on Thursday, January 18 at 7:45pm in Pound Hall Auditorium (North Campus) – GA Labor Commissioner Michael Thurmond is the guest speaker. The Program will be free to the public.

International Programs – Open House will be on Thursday, January 25, 2001 from 3pm until 5pm at their new location (Old KA house – Next to Faculty/Staff parking Lot). The Focus Series will be about Cuba – 5 lectures and 5 movies are scheduled from now until April.

Athletics – Saturday, January 20, 2001 is VSU Faculty/Staff night. All VSU Faculty/Staff will be admitted free and family members will be admitted at half price. VSU Blazers will be playing Alabama-Huntsville in a doubleheader game that starts at 6pm.

Institutional Advancement – 54.77% (114,584.08) participation on the Faculty/Staff Campaign. St. Patrick's Day bash is planned for Friday, March 16 at CJs and a Golf Marathon will be held at Stone Creek. A trip to Alaska is planned for June.

Chick-fil-A Grand Opening is scheduled for Monday, January 22 at 10:30am in the University Food Court. All Faculty/Staff are invited to attend.

Old Business – Holiday Schedule 2001 – Dr. Bailey sent back a response accepting the Thanksgiving recommendation, Option 1. For the Christmas Holiday recommendation, Pat Rozier asked all COSA representatives to talk to everybody in their areas and see if everybody is willing to use mandatory annual leave in order to be closed on Friday, December 21, 2001. COSA members received response back regarding the schedule. A majority to the staff members were willing to mandatory annual leave. A motion was made and seconded for COSA to recommend back to Dr. Bailey that the staff is willing to use mandatory annual leave in order to have the university closed for the Christmas holiday. It was also mentioned to remind the staff that this could be changed for the following year, if they don't like it. *(Copy of letter to Dr. Bailey attached)*

New Business - None discussed.

Other Business – Pat Rozier reminded committee chairs and members that she needed their reports. Reports received so are the Policy Committee and Recycling reports.

Inman Grimsley asks everybody to check and see if the correct deductions were being taken out their paychecks. Some pharmacies are charging a surcharge on the ExpressScript plan. He has contacted the Board of Regents and is waiting to hear back from the Board of Regents regarding the surcharge.

Adjournment - There being no further business, the meeting adjourned at 9:27am. The next COSA

meeting will be on

Tuesday, February 13, 2001 at the University Center – Dogwood Room at 8:30am.

Respectively submitted

Pat Rozier, Chair