



MINUTES OF THE COUNCIL ON STAFF AFFAIRS MEETING

December 10, 2002

COSA Chair-Elect Rebecca Kimbrough called the meeting to order at 8:36 a.m. in the President's Dining Room of the Palms Dining Center. Members present: Sharon Butcher, Melinda Cutchens, Sammy Dees, Jeff Giles, Jeff Grant, Inman Grimsley, Mike Hamm, Rosalyn Hatcher, Stanley Jones, Rebecca Kimbrough, Sue Lampert, Bob Lee, Mike McKinley, Kae Sinkule, Patrick Smith, Josie Stone, Trisha Taylor and Carolyn Wilson. Guests in attendance were Dr. Kurt Keppler, Vice President for Student Affairs, and Bobby Flowers, Plant Operations.

SPECIAL ORDER OF THE DAY:

Dr. Kurt Keppler, Vice President for Student Affairs, discussed several issues regarding Student Affairs. The first issue he discussed was the development of two new programs in Student Affairs. The first, CCC (Campus Community Council), has a three-fold purpose; 1) to develop community on the VSU campus 2) to better understand/appreciate diversity 3) to discuss student/faculty issues in a round table format. The second program, EEE (Emerging Existing and Experienced Leaders) was created to encourage freshmen to become emerging leaders on the VSU campus. The freshmen will work with experienced leaders (upperclassmen). When these experienced freshmen become upperclassmen then they will become mentors to freshmen. Dr. Keppler is very excited about the development of new housing on campus. He also informed the group that one dorm each year will be taken off-line for renovations. This will allow the older dorms to be up-to-date with the newly constructed dormitories. He stated that time and money makes renovation more of an option than demolition. There will also be consideration for designated areas in the dorms for groups such as honors students, upper division students, married housing, and Greeks to name a few. There are plans underway to complete the sports fields adjacent to the Student Recreation Center. He also hopes to make changes at the University Union by adding additional seating at The Loop and make other changes to the University Union so students will have more space to congregate. The orientation program will become a one day program and there will be a freshmen welcome week to allow the students to take care of all necessary business on campus. Dr. Keppler informed the group that Cooperative Education has relocated to Powell Hall and the office of Housing and Residence Life will soon be relocating to Powell Hall. He is very pleased with the student support for the VSU Blazer's football team. Several students have taken the opportunity offered to them by the Student Government Association to travel to the football game on Saturday, December 14th. There are several other issues that Dr. Keppler is researching including the traffic situation around the VSU campus, offering more activities for students on Friday and Saturday evenings and developing the next fiscal year budget for the Division of Student Affairs.

MINUTES:

The minutes from the previous meeting were approved as submitted.

TREASURER'S REPORT:

Sue Lampert presented a written report of the three COSA accounts.

- } Fund 10000 = \$1,237.17
- } Discretionary = \$1,175.62
- } Retirement Walkway = \$11,108.58

COMMITTEE REPORTS:

- Elections: Mike McKinley reported that the Committee is preparing a roster for the upcoming COSA elections.
- Employee of the Semester Committee: Rebecca Kimbrough informed everyone that she received thirteen Employee of the Semester nomination forms for Fall 2002. The Employee of the Semester will be announced at the February 2003 COSA meeting.
- Policy: Bob Lee discussed the recent issue of the Staff Appreciation Day Committee nominating someone to chair the annual Staff Appreciation Day event. The Policy Committee recommends that two chairs be selected due to the size of the event. COSA voted to table the issue until the next COSA meeting.
- Retirement Walkway-Employee Recognition Committee: Rebecca Kimbrough reported on behalf of Shannon McGee that the Retirement Luncheon is scheduled for June 12, 2003. Sue Lampert, COSA Treasurer, is receiving donations for brick markers for the Retirement Walkway.
- Staff Appreciation Day: Rebecca Kimbrough informed the group that the Staff Appreciation Day committee is scheduled to meet on January 23rd at 3:00 p.m. She will confirm the location at a later date.

OTHER COMMITTEE REPORTS:

- Academic Scheduling/Procedures: No report.
- Faculty Senate: No report.
- Parking Appeals: Mike McKinley distributed a chart indicating the breakdown of the parking appeals for the month of November 2002. The committee upheld 43% of the appeals while 57% of the appeals were dismissed.
- } Partners for Campus Excellence: Rebecca Kimbrough informed everyone that the Partners for Campus Excellence session she attended was very good and she encouraged everyone to participate in the sessions for their respective areas.
- Welfare Committee: Rebecca Kimbrough informed the group that the Staff Development Committee met recently and appointed Carolyn Wilson as the chair. Carolyn informed the group that they were setting the goals and mission of the committee. The committee views itself as an extended link to the Strategic Planning Goal 6 committee. The committee's emphasis will be to ensure that VSU staff receives the appropriate training for their area of employment.
- State Charitable Contributions Program: Bob Lee informed everyone that pledges for the State Charitable Contributions Program will continue to be received through the early

part of January, 2003. The goal of \$30,000.00 has now been reached and the fountain has been illuminated with blue lights to signify the level of contributions received.

REPORT FROM THE CHAIR:

Chair Shannon McGee was unable to attend the December meeting and requested that her report be included as an addendum to the minutes.

OLD BUSINESS:

- ↳ Inman Grimsley thanked COSA for their participation in the Salute to Service that was held on Monday, December 9, 2003. He stated that anyone that would like to pick up their spirit pin may stop by the office of Human Resources in the University Center.
- ↳ Patrick Smith distributed a copy of the Resident Hall Arrival Instructions to the COSA representatives. He stated that Joe Mattachione, Director of Housing, would attend the January COSA meeting and discuss the move-in process for students. Patrick and Bobby Smith also have several ideas they wish to share with COSA regarding this issue.

NEW BUSINESS:

- ↳ Sue Lampert distributed a copy of a newspaper article about the Habitat for Humanity Blitz-build. She also distributed a Blitz-build construction schedule for the six homes to be built on Cypress Street in Valdosta, Ga. Sue also noted that a VSU employee will be one of the individuals that will be moving into one of the homes on Cypress Street. Kae Sinkule informed everyone that Anita Gosier, who works in the Palms Dining Center at VSU, will be moving into her new home before the Holidays. Habitat for Humanity requires that Ms. Gosier contribute 300 hours of work toward the construction of her house. Anyone can go to Anita's home, 703 Cypress Street, and sign up for hours that can be contributed to Anita's total hours for her house. It was noted that you are not required to have a certain construction skill to work at a Habitat for Humanity site. Anyone that is interested in more information regarding Habitat for Humanity may contact Sue Lampert at 333-5710.

OTHER BUSINESS:

- ↳ Rebecca Kimbrough informed the group that the Student Government Association has sponsored four buses for students to attend the upcoming Blazer's football game. Faculty and Staff may also receive an offer through the boosters and may contact Lynn Capece in Athletics at 249-2631 for more information. The game will be televised on ESPN at 4:00 p.m. on Saturday, December 14, 2002. Go Blazers!

ADJOURNMENT

The meeting adjourned at 9:30 a.m.

Respectfully submitted:

Melinda Cutchens, Secretary, Council on Staff Affairs

*Addendum
Report from the Chair, Shannon McGee
December 2002*

I encourage each of you to show support for our Blazers this weekend. The game will be televised on ESPN this Saturday at 4:00 PM(ET). Please be sure to pass this information along to as many staff members as possible between now and Saturday. The tremendous efforts our football team have made this year are paying off and they deserve our support!

I want to thank Inman, his staff, and all of you who helped make The Salute to Service event yesterday a success. It couldn't have been a smoother process and I am grateful COSA had an opportunity to participate and show our support. Thank you to Dr. Zaccari for making it possible to recognize faculty and staff in such a wonderful way.

Sue talked about Habitat for Humanity, but I would like to comment that I would love to see COSA get involved in this upcoming building process on Cypress Street in a huge way. One of our employees has qualified for a home on Cypress Street so COSA participating would give us a unique opportunity to contribute to the community and to one of our Staff members. Please let me know if there is a day between now and 12/21 that we could all get together or maybe a few days that small groups of us could volunteer. We will get with Sue and see if we can come up with a good time to help.

One last topic, I need to remind you as a group that communication is an important piece of our COSA mission statement. Part of our responsibilities as representatives is to communicate with our colleagues and let them know what is going on that may be of concern to them. Because we are an elected, recommending body, when we vote on issues, etc. we should make sure we are representing the majority opinion of our staff and we should feel empowered as individuals to challenge proposals at meetings if necessary.