



MINUTES OF THE COUNCIL ON STAFF AFFAIRS MEETING
August 12, 2003

COSA Chair Rebecca Kimbrough called the meeting to order at 8:30 a.m. in the President's Dining Room of the Palms Dining Center. Members present: Melinda Cutchens, Bobby Flowers, Carolyn Gaston, Shawn Gibbons, Jeff Giles, Jeff Grant, Inman Grimsley, Stanley Jones, Mike McKinley, Bob Lee, and Patrick Smith. Special Guests: Whit Chappell and Dr. Marsha Krotseng.

SPECIAL ORDER OF THE DAY:

Whit Chappell from Planned Giving thanked COSA for inviting him to speak about the Faculty & Staff Campaign 2004 that will be kicking off soon. Last year it was reported that 70% of the staff had contributed with 54.9% of all employees (faculty and staff) making contributions. The campaign packs will be distributed to the team captains on September 2nd. Whit encouraged all employees to fill out the cards and send them back to him. Whit also mentioned that the minimum amount you can make for payroll deduction is \$1 per pay period. The ice cream social is scheduled for Thursday, August 28th at the Old Gym from 2-4 p.m. He wanted to remind everyone to bring you VSU ID's.

Dr. Marsha Krotseng VSU's Chief Planning Officer thanked COSA for inviting her to speak about VSU's Strategic Plan for the future. The purpose of the strategic plan is to set specific goals for the university to achieve. The strategic plan is also used for new faculty programs to help expand the university. It has already made many changes in the past 12- 18 months. On September 13th & 14th architects from Portman and Associates will be on campus touring residence halls and making assessments about the campus. September 15th is the date for the next strategic planning retreat where they will celebrate accomplishments and set new goals. September 16th, 17th and 18th is when the Master Plan kick-off will begin. Dr. Krotseng also informed the group that the budget system is currently being revised. The University Planning Advisory Council is asking departments on campus to set departmental goals and to try to tie their budget requests with their goals. Dr. Krotseng encouraged all COSA members to become involved with the strategic plan. They have a web site located at <http://www.valdosta.edu/planning/> that contains information about the 8 goals, a list of the University Planning Advisory Council members and minutes from their meetings.



MINUTES:

Minutes of the previous meeting were approved as submitted.



TREASURER'S REPORT:

There was a motion to have different colored shirts for the COSA reps. It was voted on and passed that the COSA representatives would have a different colored shirt for Staff Appreciation Day. Patrick also indicated that the next Staff Appreciation Day Committee meeting would be scheduled for Thursday August 21st at 2 p.m. in the University Union conference room #1.

- **State Charitable Contributions Program:** Chair Bob Lee is heading this again this year. He is looking for a faculty co-chair. He will be attending the kick off dinner in Atlanta on August 27th. He has asked for volunteers for team captains.

- **Welfare Committee:** Chair Patrick Smith
 - **Employee of the Semester:** Chair Stanley Jones. Employee of the Semester ballots are due August the 18th. So far they have received 25 ballots. At the September 9th COSA meeting there will be a presentation for the employee of the semester.
 - **Retirement Walkway/Luncheon -Employee Recognition:** Chair Shannon McGee. Inman Grimsley will be working closely with this committee and is working on a letter to send to retirees inviting them to the luncheon and contributing to the retirement walkway fund. The Salute to Service and Annual Awards luncheon is scheduled for May.
 - **University Planning Advisory Council:** Will report when meetings resume this fall.

REPORT FROM THE CHAIR: Chair Rebecca Kimbrough asked the COSA members to contact her if they are interested in attending the Strategic Planning retreat this year. Rebecca also asked for volunteers for Blazer Beginnings to help students move into their residence halls, direct traffic, etc. She handed out a sheet with the residence halls and times and asked that people sign up when they can.

UNFINISHED BUSINESS:



- } Holiday (Calendar) Committee (Ad Hoc): Trish Taylor will chair this committee. They will try to plan at least 2 years in advance.
- } Future election concerns that need to be addressed.

NEW BUSINESS:

- } Change logo on all stationary to remove Calling on Staff for Answers. This was done by Jeff Grant.
- } Job Value Comparison letter and spreadsheet- Inman Grimsley handed out a copy of the Job Value Comparison letter and spreadsheet and asked all the COSA members to look it over and if they had any questions before he distributes it to the entire campus.

OTHER BUSINESS:

- } Questions about vending machine prices: It has been brought to COSA's attention about the vending machine prices on campus. Shannon McGee, who works in the Auxiliary Services 1Card Office that handles vending, informed us that there was a committee formed of staff, faculty and students who met and reviewed the vending PFP that went out to bid. The prices for product were included in the RFP. After all the responses were read and discussed it was recommended by the committee that Tom should be chosen. Tom is able to provide VSU with refrigerated vending machines for a wider variety of products on campus.
- } Bank of America CASHPAY: Mr. Jim Black, Interim VP for Business and Finance, has asked COSA to review this program. COSA will be contacting Sue Lampert to schedule a presentation to be done by Bank of America at a future COSA meeting.
- } Rebecca presented past chair Shannon McGee with a plaque in appreciation of her service as COSA Chair.

ADJOURNMENT

The meeting adjourned at 10:20 a.m.

Respectfully submitted:

Shawn Gibbons

Shawn Gibbons, Secretary, Council on Staff Affairs