

THE COUNCIL ON STAFF AFFAIRS

Minutes of May 10, 2005

1) **Call to Order**

Chair-elect Bobby Flowers called the meeting to order at 8:32 am in the University Center Rose Room and turned the meeting over to Chair Patrick Smith at 8:43 am. Members present: Sharon Butcher, Honey Coppage, Steve Fesler, Bobby Flowers, Inman Grimsley, Jeff Grant, Mike Hamm, Ann Holland, Bob Lee, Michael McKinley, Marshall McLane, Patrick Smith, Angela Steele, Rebecca Taylor, Trisha Taylor, Shana Yorkey, and Tim Yorkey. Members absent: David Bennett, Leann Boyd, Beth Giddens, and Stanley Jones. Proxies: David Bennett to Sharon Butcher and Beth Giddens to Mike Hamm

2) **Special Order of the Day**

a. **New VSU Logos – President Ron Zaccari**

Dr. Zaccari distributed samples of the official seal of the university, the athletic spirit mark, the centennial logo, and the university logo for perusal during the meeting. He explained the various uses of each item: the official university seal is to be used only for special occasions (such as on diplomas); the athletic “V-State” spirit mark will be used only by Athletics (including items for sale--t-shirts, mugs, etc.); the centennial logo will be used for the coming 5-year capital campaign (the major fundraising effort that begins soon), letterhead stationery and envelopes, parking decals, business cards, identification of university vehicles, employee uniforms, some items for sale at the bookstore, and all campus signage.

The President also shared a brief overview of the plans for changes to the portions of main campus that face Patterson Street. As presented to the University Community at Spring Convocation, a reconfiguration of the main entrance is planned (pending approval by the city) that would include additional parking and landscaping as well as a decorative wrought-iron fence along the sidewalk. Dr. Zaccari also mentioned that new crosswalks and traffic lights at Brookwood Place and College Street are also in the plans as recommended by the City of Valdosta. The plans will provide sidewalks leading to gateways in the fence where the crosswalks and traffic lights are located, thus encouraging everyone to make use of these new, convenient methods of crossing the street. The purpose of these proposed changes is to provide a safe means for staff, students, and faculty to cross Patterson Street without having to dodge vehicles traveling at 45 mph+, to slow down the Patterson Street traffic, and to provide much needed additional parking. A study has shown that the purpose of ninety percent of traffic entering campus through the main Patterson Street gate is for cruising, and pick-up/drop-off of students for classes; the proposed plan will increase the safety of pedestrians by eliminating traffic through the interior of the main campus where pedestrian use is heavy, while still providing convenient locations for pick-up/drop-off, bicycle stations, VSU buses, as well as access for emergency and maintenance vehicles. The plans for changing Patterson Street to one-way south and Oak Street to one-way north will alleviate much of the existing traffic congestion by causing all traffic to flow smoothly in a clockwise direction around main campus, thus enhancing the efficiency of VSU bus routes.

On another note, Dr. Zaccari mentioned that although VSU has lost \$8 million over the last 3 years due to budget cuts (those funds will not be returned to us), he is actively investigating possible ways to increase the minimum wage and existing salaries on campus. If funding can be found, resurrecting the program of longevity adjustments initiated by the President a few years ago is being looked at as a possible measure. Studies regarding faculty salaries are being done now, and similar studies focusing on staff salaries are also planned. Dr. Zaccari encouraged the COSA members to visit the Master Planning website for additional details, and thanked them for their continuing efforts on behalf of VSU staff and the University.

b. **Introduction of Dr. Denise Bogart – Inman Grimsley**

Inman Grimsley introduced the new Director of Human Resources, Dr. Denise Bogart. She will join the University full time on June 6th.

Chair Patrick Smith presented Inman with a token of appreciation for his many years of participation on COSA. Amidst the well wishes from members and guests on his retirement, Inman expressed his thanks for the drill bit and noted his intentions to put it to good use on some of his workshop projects.

c. **Demonstration of BlazeNet Capabilities – Ann Holland**

Due to unforeseen problems with the campus computing system, the demonstration will be rescheduled.

3) Approval of Minutes From April 12

Bobby Flowers motioned and Mike Hamm seconded a motion to include the Addendum (*Handout #1*) nullifying the COSA meeting time change as an attachment to the April minutes. The April 12th meeting minutes were approved as submitted.

4) Approval of the Treasurer's Report from April

Sharon Butcher reported that the COSA tent has arrived and will be used for the first time at COSA-on-the Move on May 12. Expenditures from the Fund 10 Account totaled \$77.16 for printing the minutes posters and posters for COSA-on-the-move, T-shirt design contest and the annual staff luncheon, leaving an ending balance of \$1,580.02. The VSU Foundation Discretionary Account received total deposits of \$21.68, resulting in an ending balance of \$2,710.11. The VSU Foundation Retirement Walkway Account received deposits totaling \$719.16, resulting in an ending balance of \$14,597.16. The April Treasurer's Report was approved as presented. (*Handout #2*)

5) Committee Reports**a. Membership Committee**

- i. Employee of the Semester: No report
- ii. Elections: Elections results are attached. (*Handout #3*) Winners of the elections were: Bobby Elston, for Business and Finance; Alice Carter for Student Affairs; Sharon Butcher and Honey Coppage for EEO1; and Mike McKinley for EEO3. New representatives will be invited to the June COSA meeting and take office on July 1.

b. Staff Appreciation Day

The date for FY06 Staff Appreciation Day has been set for October 21, 2005. The North Campus intramural fields and Drexel Park are being investigated as possible event locations. The BBQ Chicken Dinner fundraiser is scheduled for September 1; tickets will go on sale in July. Bobby will send out an email with the date and time of the next committee meeting.

c. Welfare Committee

- i) Retirement Walkway/Luncheon-Employee Recognition: The date of the luncheon is set for June 14, tickets are \$10.00 each. Bricks have been ordered. The event is open to all employees, not just retirees. Everyone is encouraged to attend.
- ii) COSA on the Move: Hotdog lunch is set for May 12. Set-up volunteers to arrive at 11am, everyone else at 11:45am. Representatives should wear their COSA shirts.
- iii) Staff Development Committee: Nomination forms for Excellence in Service awards go out today. The awards will be presented at fall Convocation.

d. Policy & Procedures Committee

Parliamentarian Bob Lee will send out revised versions of the Policies and Procedures Manual to COSA members today via e-mail.

6) Ad Hoc Committee Reports

- a. Benevolence Committee: One death of a family member was reported.
- b. Parking Appeals Committee: Mike McKinley reported that 230 tickets were given out in April, of which 103 were dismissed and 127 were upheld (*Handouts #4 & 5*).
- c. Minutes Distribution Committee: This committee, having completed their task, was dissolved.
 - d. Recycling Committee No Report

7) Miscellaneous Reports

- a. Faculty Staff Campaign No Report
- b. State Charitable Contributions Campaign Doug Farwell and Bob Lee have been asked to head the campaign for FY06.

8) Report from the Chair

- a. Academic Scheduling/Procedures No Report
- b. Faculty Senate Spring break 2006 will be March 13-17.
- c. University Planning Advisory Council No Report

9) Unfinished Business

- a. Voting for Chair-elect. Tim Yorkey was elected as new Chair-elect for the coming year; he will take office on July 1st.

10) New Business**11) Other Business**

The Diversity Charter has been approved by the Faculty Senate and will be added to the Master Plan. (COSA had previously approved this document.)

Two COSA members were offered congratulations; Rebecca Taylor received a Master of Public Administration degree and Trisha Taylor received a Bachelor of Arts degree in the May 7 graduation ceremonies.

12) Adjournment

Mike Hamm motioned to adjourn and Rebecca Taylor seconded; motion carried. The meeting adjourned at 10:00 am.

Respectfully submitted,

Trisha Taylor

Trisha Taylor
Secretary, Council on Staff Affairs

**If you would like a paper copy of the minutes, please visit our
website at www.valdosta.edu/vsu/cosa or contact your COSA Representative.**