



**The Council on Staff Affairs
Minutes of Tuesday, June 12, 2007**

1. Call to Order:

Chair Tim Yorkey called the meeting to order at 9:00 a.m. in the University Center Rose Room. Members present: David Bennett, Denise Bogart, Sharon Butcher, Bob DeLong, Steve Fesler, Bobby Flowers, Diane Guess, Mike Hamm, *Christine James, Brenda Kelley, Bob Lee, Mike McKinley, Robin Smith, Terence Sullivan, John Wright, Shana Yorkey, and Tim Yorkey Quorum attained. The following members were absent: Brian Anderson, *Nolan Argyle, Debra Davis, *Keith Flemming, Richard Hammond, Verna Harvey. * Signifies non-elected members.

SPECIAL ORDER OF THE DAY Election of Chair Elect. The election from last month was declared null and void because proper procedure was not followed in that there was not a vote taken to suspend the 30 day rule for voting on an issue. We began with a motion to suspend the 30 day rule for voting on a motion. Motion was seconded and carried. Nominees for Chair Elect were Bobby Flowers and Tim Yorkey. Nominations were closed and secret ballot taken. Bobby Flowers was elected Chair Elect. Also, elected were Diane Guess, Secretary; Bob DeLong, Treasurer; Bob Lee, Parliamentarian, Sharon Butcher, Public Relations Officer.

2. Approval of the Minutes from May 8, 2007.

Approved.

a. **Approval of Treasure's Reports** – Shana Yorkey

Report for June was submitted. June's ending balance for fund 10 was \$79.99; VSU Fund-Retirement Foundation-Discretionary account ending balance was \$3,855.73. VSU Fund-Retirement Walkway ending balance was \$14,687.17.

3. Standing Committee Reports

a. **Membership Committee** – Tim Yorkey

1. Employee of the Semester – David Bennett

No Report

2. Elections – Mike McKinley

Mike introduced the new representatives: Robin Smith, Terence Sullivan, and Bob DeLong.

b. Staff Appreciation Day Committee –

A printed update was handed out to everyone present. Spaghetti lunch fundraiser is approaching. Date is set for July 20. Tickets are \$5.00 per person.

c. Welfare Committee – Tim Yorkey

1. Retirement Walkway –

Bricks will be on display at the Retirement Luncheon.

2. Staff Development Committee – Tim Yorkey

No Report

3. Benevolence – Shana Yorkey

No Activity

d. Policy Committee – Bob Lee

No report.

e. Environmental Issues – Bobby Flowers

COSA is able to have 2 representatives on the University Environmental Issues Committee. Those representatives are: Bob Lee and Steve Fesler.

f. Wellness – No report. Brenda Kelley

No Report

4. Miscellaneous Reports

a. Parking Appeals Reports – Michael McKinley

Report was handed out with the following citation data. Total citations: 247; 148 upheld; 99 dismissed.

b. Goal Monitor Report – Verna Harvey

No Report

5. Report from the Chair – Tim Yorkey

a. Academic Scheduling / Procedures – Tim Yorkey

No information shared.

b. Faculty Senate – Dr. Christine James

No Report

c. University Council

No report.

d. State Staff Council – Bobby Flowers

The 2007 State Conference is scheduled for October 4th and 5th. The conference will be held at Southern Polytechnic State University. Keynote speaker will be Chancellor Davis.

6. Unfinished Business

Shared Leave Pool. Dr. Bogart announced that the information for the Shared Leave pool is out on the web. The information can be accessed by going to the Human Resources web page and going to the "What's New" link.

7. New Business

8. Other Business

Committee Assignments. Assignment sheet was passed around and everyone was told that the policy is that a COSA representative should be on two committees in addition to the Staff Appreciation Day committee.

9. Adjournment – The meeting was adjourned at 9:50 a.m.

Respectfully submitted,

Brenda Kelley
Secretary, Council on Staff Affairs