

## Council on Staff Affairs (COSA)

### Minutes

Tuesday, March 10, 1998

8:30am

Dogwood Room - University Center

**Members present:** John Anderson, Bill Bennett, Holly Decker, TR Decker, Sandra Denson, Wanda DeWeese,

Sammy Dees, Bill Filtz, Ann Harris, Trudy Hyatt, Hazel Hewett, Joe Hickey, Richard Lee, Tom Parnell, Pat Rozier, Gloria Tonsil, Beverly Sharpe, Hilda Spell, Paul Worth, Tim Yorkey

**Member-At-Large:** G. Pearl Everett

**Guests:** Jim Black, Jill Ferrell, John McMullen, Anna Marie Priest, Wes Sumner, Zack Tonsil, Shirley Townsend,

The Council on Staff Affairs meeting was called to order at 8:27 a.m.

Special Order of the Day - **Employee of the Quarter** - Tim Yorkey presented certificates to finalists: John McMullen (Plant Ops./Grounds), Anna Marie Priest (Business & Finance), Shirley Townsend (Admissions).

Jim Black presented the Employee of the Quarter certificate, a special parking permit, and a check to **Zack Tonsil (Food Services)**. Congratulations Zack!

Minutes from the February 10, 1998 meeting were passed and approved.

#### **Treasurer's Report** - Bill Bennett

Totals:

Budget for FY 98 \$2,500.00

Expenditures prior to February 1,285.70

Balance Forward \$1,214.30

Expenditures for February

Printing 61.36

Total Expenses 61.36

Balance Remaining 2/28/98 \$1,152.94

#### **Committee Reports**

Employee Recognition - Special Order of the Day

Elections - Paul Worth

The number of representatives will remain the same, but will change for distribution. EEO3 and EEO7 categories gained 1 representative each, respectively. As a result, we will gain two new representatives for April elections. We will be doing eight (8) areas for elections with 10 new representatives to be elected. Academic Affairs and EEO6 is the only areas that do not have a position up for re-election. Some areas will be getting new representatives. President's area and EEO7 will get three representatives.

Re-Districting - The committee decided that redistricting would not be done in time for the April elections, but will be ready for next year's elections instead. Don't forget that nominations for new officers will be done at the June meeting.

Welfare Committee - Bill Filtz

Proposed Mentoring Program - A sample of Southern Polytechnic's Proposed Mentoring Program was given to the Executive committee. If interested, please let us know and the committee will look into starting a similar program for new employees.

Recycling Committee - The Recycling Committee met with Faculty Senate and it was decided to increase the number of places for aluminum cans starting with Nevins Hall and centralize white paper. We will not be recycling mixed paper. The reasons why we will not be recycling mixed paper is because (1) it has to be separated and (2) no one will buy it.

Policy Committee- Trudy Hyatt

Membership Re-Districting - We received information from Paul and Inman regarding moving Student Health and Housing into Student Affairs. The Policy Committee will be meeting this week to discuss the findings.

By-Laws changes and amendments - Cat Decker

All By-Laws changes and amendments need to be approved before elections take place.

Changes to Membership Representation (Article II. Section A.): A motion was made to accept the change in membership representation and seconded and all agreed and the motion was carried.

Name changes for the various sections that have changed their names.: A motion was made to accept the new name changes and seconded and all agreed and the motion was carried.

Staff Affairs Conference - No report.

**Report from the Chair** - House Bill 203 has been passed. We have been informed that the House tagged a provision to have non-academic faculty positions receiving their pay increase in September 1, 1998 to generate funds to cover the first year. As things progress, we will try to keep everyone informed.

**Old Business** - None.

**New Business**

A concern was expressed that there were no telephones in the Old Woolworth Building. It was decided that if this was a safety issue and all concerns should be directed to Peggy Allen, Health Safety, or Inman Grimsley, Personnel.

Parking Changes - Guests: Jim Black and Jill Ferrell

Jim Black address the issue regarding prorating of parking decals for staff and faculty. He stated that all information received in September was correct at the time and Yes, Parking was prorating decals for new staff and faculty and that it has now been discontinued. He also informed COSA that next year payments for parking decals will be made at the beginning of the school term and not through payroll deductions due to legalities..

Q: Will parking fees remain stable for the next year or will there plans for an increase?

A: We have no plans to increase the fees, but would will like to wait in a year and see how our moneys go.

Q: Will the moneys gained from parking fees be generated toward more parking areas in the future?

A: Yes.

Q: What are the plans concerning parking at Piggly Wiggly?

A: As we understand it, when Plant Ops and Food Services all of who work in the division will be parking over there and using the Shuttle Bus. Part of it will be Faculty/Staff, but right now it open parking and eventually , if need arises, students will park there also.

Q: If it ♦s open parking after 5:30 pm, who is writing tickets?

A: Parking Services.

Q: How late are the parking patrollers here?

A: 10:30pm. Anyone who parks on campus must have permission to park on campus. This has to do with the security of our campus which has gotten better.

If you have any questions, comments, or concerns, please contact Jim Black (5706 ) or Jill Ferrell (5961).

**Other Business** - None.

There being no further discussion or business, the meeting was adjourned at 9:30am and will meet again on April 1, 1998.

Respectfully submitted: Pat Rozier