COUNCIL ON STAFF AFFAIRS
Minutes of Tuesday, May 19, 2015

1) **Call to order**
   a) Chair Laura Pitts called the meeting to order at 9:03 AM in the UC Cypress Room.
2) **Roll call:** All representatives must sign/initial the attendance roster to be counted as present.
   a) Members present: Sue Bailey, Pepper Croft, Sabrina Daniels, Donnell Davis Jr., Joan Dear, Bobby Flowers, Chasity Gill, Veronica Graham, Shanika Hezekiah, Gwen Manning, Marlene Marlow, Laura Pitts, Terence Sullivan, Angela Uyeno, James Archibald*, Keith Warburg, and Courtney Wilkes. Guests were: Sterlin Sanders (IT), Yvonne Landers (HR), Elaine Darity (Campus Rec), Shantina Adams (Parking/Transp), Shannon Zapf (1Card), Reagan Robinson (SEO), Tiffany Soma (OITL), Ann Lacey (Retiree Assoc), Traycee Martin (VP F&A) .The following members were absent: Beverly Amiot, Olivia Blakely (Proxy-Marlene Marlow), Denise Bogart*, Derrick Carter, Sandra Griffin (Proxy-Jessica Deal), Regina Lee. **Please send a proxy if you cannot attend a meeting.**
3) **SPECIAL ORDER OF THE DAY**
4) **Approval of Minutes**
   a) A motion was made and seconded to approve the minutes of April 21, 2015. The votes were unanimous in favor of the motion.
5) **Treasurer's Report**
   Shanika Hezekiah reported:
   a) State $1,279.40
   b) Discretionary $845.99
   c) Books $ 19.60
   d) Retirement $13,842.29

   Laura reported that the Retiree Walkway signage has been order. This is being paid for out of the Retirement Walkway account.
6) **Communication with Administration**
   a) Chartwells – Anthony sat in for Peter and gave an overview of which food service establishments are open for summer semester and the various specials. Palm's is doing renovations. Summer hours are posted on the Dining Services website. The UC food court is closed for the summer. Please send comments and concerns by email to Dining Services.
   b) Report from the Chair – Laura Pitts
      i) Laura welcomed and introduced the new representatives for FY16.
      ii) Laura reported that Keith Warburg and she met with Cecil Staton and discussed the vision of COSA, where COSA wants to go, and staff concerns. They got a positive impression from Dr. Staton and his desire to focus on common goals to make things better at VSU.
      iii) Laura thanked everyone who volunteered to assist at graduation.
      iv) About 100 people attended the Retiree Luncheon and Laura thanked the COSA reps who volunteered to assist. Joan Dear is rolling off COSA but will help with the luncheon next year. Overall there was positive feedback for the event. There were a total of 34 retirees but only 7 attended the luncheon. Suggestions were made to increase promotion to get more retirees to come back and attend.
      v) Tickets have been purchased for Wild Adventures Day. Participants will be notified when to pick up their tickets. They will not be distributed until about 1 week before the event.

    vi) On the dates below, from 5 – 8 PM, 10% of sales at Zaxby's will be donated to COSA. Currently this applies to the Zaxby's on St. Augustine Rd only. Sue will post the dates to the website. Dates: June 18, July 28, Aug 25, Sept 22, Oct 27, Nov 17, Dec 19.

    vii) The COSA Retreat is scheduled for Friday, June 12 from 1 – 3 PM in the UC Executive Dining Room. Becky Murphy and Tim Yorkey will facilitate. Light refreshments will be provided.

7) **Representation on Committees**

    i) VSU Chief of Police Search Committee – Sue Bailey reported that two of the original three campus police chief candidates have dropped out prior to campus interviews. Two interviews are scheduled – May 21 and May 27. Public presentations by the candidates are from 1 – 2 PM. Mr. Seacrist will be in the SU Theater. Mr. Hamil will be in the UC Magnolia Room.

8) **New Business**

    i) Keith Warburg reported that 4 people attended the USG Staff Council meeting in Macon. The new Chair is Tim Aldridge from University of North Georgia. Next meeting is July 8 in Macon. The Annual Conference will be at Columbus State in early October.

9) **Adjournment**

The meeting adjourned at 9:26 am.

Respectfully submitted,

Sue Bailey, COSA Secretary