

## MINUTES OF THE COUNCIL ON STAFF AFFAIRS MEETING

June 15, 2004

COSA Chair Rebecca Kimbrough called the meeting to order at 8:35 a.m. in the President's Dining Room of the Palms Dining Center. Members present: Sharon Butcher, Melinda Cutchens, Bobby Flowers, Shawn Gibbons, Jeff Grant, Mike Hamm, Rosalyn Hatcher, Stanley Jones, Bob Lee, Mike McKinley, Patrick Smith, Rebecca Kimbrough, Josie Stone, Trisha Taylor and Carolyn Wilson. Members absent: David Bennett, Carolynn Gaston, Jeff Giles, Inman Grimsley, Shannon McGee, Marshall McLane, Thor Withers and Tim Yorkey. Special guest(s): LeAnn Boyd, Steve Fesler, Beth Giddens and Shana Yorkey.

### **Special Order of the Day:**

Rebecca introduced the new COSA members: LeAnn Boyd (VPAA), Steve Fesler (EE06), Beth Giddens (Business & Finance), Shana Yorkey (EE04) and Bob Lee (EE05) who was re-elected. She also presented the outgoing members with certificates of appreciation for their hard work. Those members are: Carolyn Wilson, Melinda Cutchens and Rosalyn Hatcher. Carolynn Gaston, Shannon McGee and Jeff Giles were not present to receive their certificates. Patrick presented a plaque to Rebecca for her hard work and dedication during her year as COSA Chair.

### **MINUTES:**

The minutes for the May 11<sup>th</sup> meeting were approved as submitted.

### **TREASURER'S REPORT:**

: April: Fund 10000 = \$1021.68  
: Discretionary = \$1928.30  
: Retirement Walkway = \$12481.46

There were projected costs for the Fund 10 account that have not actually been posted at this time. With these anticipated charges, it should bring the Fund 10 account down to \$559.14. This amount will be returned to the state after this fiscal year ends. The Treasurer's report for May was approved as submitted.

### **COMMITTEE REPORTS:**

- x **Academic Scheduling/Procedures:** Their next meeting will be in July.
- x **Benevolence Committee:** *No Report*
- x **Elections:** It was decided after the May COSA meeting to change the poll times to the following: Palms Dining Center, 10 a.m. - 2 p.m., University Center lobby, 10 a.m. - 2 p.m. and Plant Ops., 6:30 a.m.- 10 a.m. and 4:30 p.m.- 5:30 p.m. The elections committee would like to thank Winnie Collins, Career Services, for her help and resources during and after the elections.
- x **Faculty Senate:** Their last meeting was May 20<sup>th</sup> and will not have another meeting until September.
- x **Faculty/Staff Campaign:** *No Report.*
- x **Parking Appeals:** Mike McKinley stated that out of 260 tickets, the committee upheld 58% of the appeals while 42% of the appeals were dismissed for the month of May.

- x **Staff Appreciation Day:** The date for the Barbeque fundraiser will be August 26<sup>th</sup>. They will need volunteers to help with this. The next SAD meeting will be June 23<sup>rd</sup> at 2 p.m. in the University Union Conference Room, 2<sup>nd</sup> floor. The date for this years SAD will be Friday, October 8<sup>th</sup>.
- x **Staff Development:** *No Report.*
- x **State Charitable Contributions Program:** Bob Lee has been asked to chair this again and Dr. Farwell will be the co-chair. They have begun working on putting together a tennis and golf tournament to be held sometime between now and next July. More information will be coming out about this.
- x **Welfare Committee:**
  - o **Employee of the Semester:** Ballots for the next Employee of the Semester will mailed out in July.
  - o **Retirement Walkway/Luncheon -Employee Recognition:** The luncheon went very well this year. The new bricks should be placed in the walkway within the next month.
  - o **University Planning Advisory Council:** Will not meet again until the fall semester.

**REPORT FROM THE CHAIR:** Rebecca had to leave the meeting early so she wanted to go over a few items before she left. The new COSA member orientation will be July 1<sup>st</sup> from 8:30 a.m. æ 11:30 a.m. in the UC Rose Room. She asked that all representatives attend the first part of the orientation so that they can be introduced to the new members. She also commented on how well the Retirement Walkway luncheon went. Also, on June 29<sup>th</sup> there will be a groundbreaking ceremony for the new Residence Hall that will be constructed adjacent to the Student Rec. Center off of Sustella Ave. Rebecca asked the group their thoughts about the location for the monthly COSA meetings and asked if anyone would be opposed to move the meetings over to the UC Rose Room. There was a motion to move the monthly COSA meetings to the UC Rose Room. The motion was seconded and passed. Rebecca closed by thanking everyone for their hard work

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