



**COUNCIL ON STAFF AFFAIRS MEETING**  
**Minutes of Tuesday, August 11, 2009**

**1. Call to Order:**

Chair Richard Hammond called the meeting to order at 9:05 a.m. in the University Center Rose Room. Members present: Sue Bailey, Denise Bogart\*, Bobby Hart (excused), Jennifer Harvey, Lisa Hayes, Y Landers (Proxy Regina Lee), Jay Rickman (excused), Pat Rozier (excused) and Rich Yokel

\*Signifies non elected members. **Please send proxy if you cannot attend a meeting. Re postcards will be sent a few days before each COSA meeting.**

**2. SPECIAL ORDER OF THE DAY:**

- a) ADP Update – Denise Bogart  
Denise reported that

- C. *COSA on the Move* – Terence Sullivan  
No report.
- D. *Welfare Committee*
  - 1. Retirement Walkway – Bobby Flowers  
No meeting has been held, but Bobby reported that the project for the new design and location of the walkway has been scrapped. Bobby learned that BOR approval is required for this project to go forward. Bobby plans to research the history of the walkway to find out what is available in writing, how the idea was conceived and how the location was originally chosen. This information will be needed when the walkway moves forward at some later time.
    - a. Retirement Association – Judy Hart  
No report.
- E. *Policy Committee* – Carolyn Glock  
No report. Will set up a meeting.
- F. *Publicity Committee* – Yvonne LeRoy Landers  
Will set up a meeting. Yvonne asked that the chairs of committees email her their meeting and she will include them on the institutional calendar.
- G. *USG Staff Conference* – John Wright  
John plans to set up a meeting for August. Bobby suggested that we go forward with planning the event even without funding information.

**Ad Hoc** – Yvonne LeRoy Landers & Terence Sullivan

- a. TAP  
It was agreed that COSA should get Dr. Schloss' ideas and support before going forward due to the budget situation.

**6. Miscellaneous Reports**

- A. *Academic Scheduling/Procedures* – Bobby Flowers  
The 2010 schedule is set. The decision was made to use the least amount of mandatory leave possible. There will be 1 ½ mandatory leave days used.
- B. *Benevolence* – Sue Bailey  
Two deaths were reported.
- C. *Editorial Board for the Alumni Voice* – Jennifer Harvey  
No report.
- D. *Environmental Issues (EIC)* – Bobby Flowers
- E. *Faculty Senate* – Richard Hammond  
No report.
- F. *Goal Monitor Report* – Sherri Adams  
No report. Sherri Adams was elected Goal Monitor.
- G. *Parking Appeals Reports* – Kathy Sundin/Terence Sullivan  
Mike reported that for there were a total of 263 tickets written, with 197 upheld and 66 dismissed.
- H. *President's Climate Commitment Committee* – Shirley McClain  
No report.
- I. *University Council* – Richard Hammond  
Richard reported that a meeting would be held to vote on combining the University Council with the Planning and Budget Committee.
- J. *Wellness* – John Wright  
No report.
- K. *Institutional Planning Committee* – Sherri Adams  
No report.

**7. Report from the Chair** – Richard Hammond

A. *President's Cabinet*

The furlough situation was discussed. There will be an open forum for staff regarding the budget. Individual departmental meetings are also planned to brief staff and answer questions.

B. *USG Staff Council* – Bobby Flowers

The Council is monitoring the Shared Service Program and insurance plan changes.

C. Planning and Budget Committee – Terence Sullivan & John Wright

2010 Strategic Focus initiatives were discussed and voted on. Approximately 34 proposals were ranked and 17 were voted in. The remaining proposals were not voted in due to lack of funds. The #1 initiative was the two 300 seat classrooms being built adjacent to the Education Center at a cost of \$1.2 million.

8. **Unfinished Business**

COSA will have its Planning Retreat from 9 AM – 2 PM on Tuesday, September 8.

9. **New Business**

The committees list was passed around so that COSA reps could choose their committees.

Richard asked the COSA reps to be thinking for the retreat about what issues and concerns the staff in different areas