

**VALDOSTA STATE UNIVERSITY
COUNCIL ON STAFF AFFAIRS (COSA)
MINUTES - FEBRUARY 7, 1995**

Members Present: Sandra Denson, Juanita Faircloth, Blake Griffin, Inman Grimsley, Sarah Hardin, Mike Jones, Russell Mast, Chip Moore, Donna Nolan, Keith Peterson, Sue Teel, and Jim Yates.

1. Chair Russ Mast called the meeting to order at 2:35 pm.
2. Special Order of the Day: Donna Nolan, Chair of the Employee Recognition Committee introduced the three finalists in the Employee of the Quarter nominations: Tim King - Building Supervisor for the Fine Arts Building, Helen Weeks - English Department Senior Secretary, and Gayle Brooks - Health Physical Education and Recreation Senior Secretary. Mr. Tim King was chosen as "Employee of the Quarter" for Winter 1995 and was presented by Vice President James Brignati with a \$50.00 check, a special parking permit, and a certificate of recognition. Congratulations to Tim King as well as the other finalists for outstanding commitment to Valdosta State University!
3. The minutes of the January 10, 1995 meeting were approved after Sue Teel was added to the list of present members.
4. Treasurer's Report - COSA currently has \$ 2130.23.
5. Committee Reports
 - a. Elections: No report.
 - b. Policy: No report.
 - c. Welfare: No report.
 - d. Parking Appeals: No report.
 - e. Employee Recognition : Nominations for Employee of the Quarter for Spring 1995 will be open from March 30 through April 7. Nominations may be made by supervisors, other staff, and students and forms are available from Donna Nolan, Chair of Employee Recognition Committee at the Infirmary.
 - f. Bylaws Committee: Committee currently working on rewording of the Missed Meetings/Proxy proposed change to the Bylaws.
 - g. Staff Development: No report.
6. Reports from Chair:
 - a. Administrative Council Meeting has been moved to Thursday, Feb. 9, so the Chair had no report yet on that meeting.
 - b. COSA Awareness: We are looking for ideas to get information out to VSU Staff to make them more aware of COSA and its mission. Please submit any suggestions regarding this matter to the Chair.
7. Old Business

a. Scholarship Creation: Board members discussed the types of scholarships that J.R. Sessions had reported at the January 10 meeting. The group agreed that setting up a \$50,000 fund for an ongoing scholarship is probably not feasible at this time. Inman Grimsley suggested the possibility of setting up a discretionary account within the Foundation to which staff and others could contribute throughout the year and a yearly scholarship be given from that account on Honor's Day. Further discussion ensued as to whom the scholarship would be provided for: current staff, staff's dependents, etc. It was decided that Chair Russ Mast would determine the legality of setting up a foundation account and, if this were legal, appoint a committee to work on scholarship criteria and logistics.

b. Bylaws Change Proposal: The Bylaws Committee presented its proposed changes for vote by the Board.

II. D. Vacancies of Voting Members Change to: A vacancy will be reviewed by the Election Committee and may be filled either by appointment or by vote. If it is by appointment, the second highest vote-recipient (from the original election) in the area and job classification in which the vacancy occurred will receive the post. If that person declines, new vote will ensue.

c. State Symposium Representatives: Keith Peterson, Sandra Denson, and Sarah Hardin will attend a statewide Staff Council Symposium on February 24 at the University of Georgia.

d. Statewide Staff Steering Committee: On February 10, Keith Peterson will attend a meeting of the Steering Committee in Macon that will serve as a liaison between Staff Councils and the Georgia Board of Regents.

8. New Business

a. Time/Days of Meetings: Because of the change in Administrative Council meeting dates and the need for up-to-date reports from those meetings, discussion commenced with regards to changing COSA meetings to a different day and time. Keith Peterson moved that COSA meetings be moved to the second Tuesday of each month at 8:15 a.m. Jim Yates seconded the motion. It passed unanimously the meeting dates for the rest of the school year have now been officially changed to March 14, April 11, May 9, and June 13 and will be held in the President's Dining Room in Palms.

b. Parking Enforcement/University Vehicles: Chair Mast stated that he had received several complaints from staff members regarding the use of red and green parking spaces by University vehicles. Individuals had also been observed using University vehicles to save their personal vehicle's parking over the lunch hour and in the early morning. It was also noted that it seemed as if parking enforcement was somewhat sporadic in certain areas. Chair Mast was directed by the Board to invite Herchel Blanton, Acting Director of Public Safety to attend the next COSA

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