

**COUNCIL ON STAFF AFFAIRS**  
**Minutes of Tuesday July 16, 2019**

- 1) **Call to order**
  - a) Chair Paul Leavy called the meeting to order at 9:05AM in the University Center, Cypress Room.
- 2) **Roll call:** All representatives must sign/initial the attendance roster to be counted as present.
  - a) Members present: Sue Bailey

**Communication with Administration**

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- a) Dr. Carvajal said the trip to Belize to serve as commencement speaker for a national university went

8) **Attendance and Participation**

- a) Paul Leavy reminded all COSA representatives to send in their committee reports to Terence Sullivan each month before the Executive Committee meeting so they can be discussed and added to that month's full meeting.

9) **COSA Committee Reports**

- a) Policy Committee – Mark McNalley reviewed “Bob’s Rules”, a quick version of Robert’s Rules with the body.
- b) Elections Committee – Mark McNalley – No report.
- c) Social Recognition & Professional Development (a) 66 (V) 43 @ B 102 Jdg 90 D (k) 6 (W) (3) 0026 TjT Co 9 (m) 51 c (e) s 1021 D/R 6

Dr. Terence Sullivan, COSA Secretary 2018-2019

Column1	Column2	Column3	Column4	Column5
Month of:	Description	Deposits	Expenditures	Current Balance
5/20/2019				
<b>FUND 10 COSA 1481060</b>	<b>Financial Activities</b>			
	Beginning Balance			<b>107.48</b>
	Mail		-3.05	
	<b>Pending Financial Activities</b>			

Financial activities are  
estimated costs only.)

Deposit Faculty Senate

	<b>Pending Financial Activities</b>			
	Est. Balance after Pending Activities			<b>484.00</b>

Column1	Column2	Column3	Column4	Column5
Month of:	Description	Deposits	Expenditures	Current Balance
6/18/2019				
<b>FUND 10 COSA 1481060</b>	<b>Financial Activities</b>			
	Beginning Balance			<b>104.43</b>
	Printing COSA cards		-104.43	
	<b>Pending Financial Activities</b>			
(Note: Pending Financial activities are estimated costs only.)				
	Est. Balance after Pending Activities			-
				<b>0.00</b>
<b>VSU Foundation - Discretionary 90109</b>	<b>Financial Activities</b>			
	Beginning Balance			<b>1,898.23</b>
	Breakfast for 5/21			

	<b>Pending Financial Activities</b>			
	Est. Balance after Pending Activities			<b>70.44 15</b>