

# COUNCIL ON STAFF AFFAIRS

## Valdosta State College

### Minutes, October 5, 1992

The Council on Staff Affairs met in Board Hall, Room #201, on Monday, October 5, 1992. President Russ Mast called the meeting to order at 2:30 p.m.

Present: Norma Barr, Jim Black, Vanessa Brunston, Angel Diaz, Juanita Faircloth, Inman Grimsley, Ann Holland, Gordon House, Bob Krawczyk, Robert Lee, Russ Mast, John Miller, Donna Nolan, Steve Roberts, Allie Thomas, H. Watson, and Karrie Yeatman.

Absent: Carl James and Pat Gilliland.

The agenda was as follows:

1. COSA's representation on the Administrative Council. Jim Black reported his discussion with Dr. Bailey. After reviewing the rule of "What is an administrator?", only two members of COSA can serve as members of the AC (President and Vice President). Jim expressed Dr. Bailey's readiness to let the COSA accomplish their goals.
2. Appointed committee members as follows:

Communication Comm.- Steve Roberts, John Miller, Allie Thomas, Carl James (Chairman - Steve Roberts) Welfare Comm. - Vanessa Brunston, Angel Diaz, Bob Krawczyk (Chairman - Angel Diaz) Policy Comm. - Norma Barr, H. Watson, Karrie Yeatman (Chairman - Karrie Yeatman)

Each committee was asked to appoint a chair and notify Russ Mast as soon as possible.

3. COSA's budget for the FY '92-93 is \$2500.00
4. Old Business - none
5. New Business

(a) Pat Gilliland, representing the professional, non-faculty staff, resigned from VSC to take a position at ABAC. According to By-Laws, the executive council may fill a vacancy by appointment until the next election. The appointee must come from the area within which the vacancy occurred. The executive committee will meet and appoint a person to fill this vacancy.

(b) Karrie Yeatman brought to the attention of the Council the moving of the Credit Union from the Education Center. She then made a motion as follows: COSA write a letter expressing their desire, that if the Credit Union is to be moved that it be moved to an area within close proximity of all employees at VSC. Donna Nolan seconded the motion and the motion passed.

(c) Russ Mast asked COSA members if they sided the president of the SGA to sit on the COSA. Steve Roberts made a motion that the president of the SGA be asked to sit on the COSA as an ex-officio non voting member. Karrie Yeatman seconded the motion and the motion passed. This called for an amendment to Section II-E of the By-Laws. Steve Roberts made a motion that the the By-Laws be amended to read:

Ex-Officio Members The Staff Council will include the Director of Personnel as an ex-officio, voting, non-office holding member and the President of the Student Government Association as an ex-officio, non voting non office holding member. Karrie Yeatman seconded the motion and the motion passed.

(d) Inman Grimsley reported that November is Open Enrollment month. He has set up various times and places to meet with employees and he asked that COSA encourage their co-workers to attend.

(e) Russ Mast reported that COSA cannot respond to anonymous letters. We are not a grievance committee. COSA agreed to make copies of grievance steps and procedures for employees and distribute them with the next pay checks for individuals or supervisors to read to their employees. Russ Mast will ask Larry Hardee to speak to COSA at our next meeting regarding grievances/harrasment, if his schedule will permit.

(f) Angel Diaz asked the chair about a wage survey for the staff. Angel agreed to chair a committee to do a comparative wage survey in our area. Example - Moody and selected industries.

(g) After a short discussion COSA agreed to take a stand on tuition assistance for employees. The Welfare Committee was asked to draft a letter to go on record stating COSA's views.

(h) COSA agreed to distribute copies of the By-Laws and minutes to all VSC staff. Definite distribution methods will be decided later.

The meeting adjourned at 3:30 p.m.

THE NEXT COSA MEETING WILL BE MONDAY, NOVEMBER 2, 1992, 2:30 P.M. IN POUND HALL ROOM #201.

The Executive Committee will meet Tuesday, October 13, 1992, 2:30 p.m. in Pound Hall Room #301.

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