

COSA MINUTES

October 17, 2000

Presiding Chair	Pat Rozier
Members present:	Alan Bernstein, Holly Decker, Sammy Dees, Inman Grimsley, Debra Holley, Ann Lacey, LaRona McClain, Tommye Miller, Shannon McGee, Pat Rozier, Ruth Salter, Kae Sinkule, Beverly Sharpe, and Tim Yorkey.
Members excused:	Debi Britt, Scott Doner, Ann Farmer
Guests	Darli Devane, Mary Frances Hightower, Gary Cleaveland, Joyce Gates, James Brignati, Wes Sumner, Dr. Victor Morgan, Mark Williams, Marshall McLane, Shelia Wakeley, Mark Williams, Tim Jones, and Tommye Miller.

The meeting was called to order by Pat Rozier, COSA Chair.

Treasurer's Report: Mrs. Nina Windham, Treasurer, presented the financial report as follows:

- a. Fund 10 Account (general operating account)
 - o Balance of **\$1981.68** after payment of September printing charge of \$37.50 and conference registrations of \$175.00 and after

- a. Retirement Walkway & Employee Recognition Account (Foundation)
 - o Balance of **\$1316.64**

Mrs. Windham noted that some expenses from Staff Appreciation Day still have not been posted and paid at this date but they all should clear soon.

Committee Reports:

Employee Recognition: Holly Decker reported in the absence of chair, Scott Doner. Nominating forms should go out by the end of the week and are due back to the committee by November 17, 2000. The results of the process will be announced at the December COSA meeting and formally awarded to the recipient at the January, 2001, meeting.

Elections Committee: Holly Decker presented a new COSA roster to the group, which indicates the people scheduled to complete their 3-year term in 2001. Nine slots are scheduled to be filled with the next election.

Policy Committee: Ruth Salter reported that the committee is scheduled to resume work on the Policies and Procedure Manual and By-laws revision next week.

Welfare:

Staff Appreciation Day: The committee chair was absent for personal reasons, so a formal report will be given at the November COSA meeting. However, everyone agreed that the event was a success.

Retirement Walkway & Employee Recognition: Nina Windham reported that new brochures are being developed to publicize the retirement walkway. It was agreed, by consensus, that the Faculty Senate would be approached to help with printing costs since retired faculty are also included in the walkway project.

Recycling: Holly Decker reported that she is still picking up materials for recycling and delivering them to appropriate vendors. The Faculty Senate has yet to appoint a new chair for their Recycling Committee to replace Dr. Ari Santas, who stepped down.

Report from the Chair: Pat Rozier reported that the University System of Georgia Staff Council (USGSC) 7th Annual Conference was very successful. Southern Polytechnic State University in Marietta, Georgia hosted the meeting, and the program was very strong. Valdosta State was only one of three schools who had a display about their COSA activities. There was no new information provided to attendees regarding the

change in the System insurance plan. People were encouraged to attend campus insurance seminars (*already held at VSU*).

COSA Chair Rozier also attended the VSU Administrative Council meeting where accolades were offered for another successful Staff Appreciation Day.

COSA Chair Rozier attended the Academic Policy & Scheduling Committee where discussion is already being held about the schedule for spring and summer 2002.

Old Business: Inman Grimsley , Director of Human Resources, reported that insurance seminars were well attended and many of the questions and concerns about the new insurance plan have been answered. A video will be available soon, which contains much of the information presented at these seminars, including a "frequently asked question" segment at the end of the video. As soon as it is complete, copies will be made available for departmental and individual use (perhaps through the VSU Library).

New Business: Pat Rozier gave everyone a copy of the December, 2001, holiday calendar to review. At the November COSA meeting a recommendation will be developed for the President's consideration regarding the holiday closing schedule for the University.

There was no further business, and the meeting adjourned. The next COSA meeting is scheduled for Tuesday, November 14, 2000.

Respectfully submitted:

Tommye H. Miller, Secretary