



**The Council on Staff Affairs
Minutes of Tuesday, July 10, 2007**

1. Call to Order:

Chair Bobby Flowers called the meeting to order at 9:00 a.m. in the University Center Rose Room. Members present: Brian Anderson, David Bennett, Denise Bogart, Sharon Butcher, Debra Davis, Steve Fesler, Bobby Flowers, Diane Guess, Mike Hamm, Richard Hammond, Verna Harvey, Brenda Kelley, Bob Lee, Mike McKinley, Robin Smith, and Terence Sullivan. The following members were absent: *Nolan Argyle, Bob DeLong, *Keith Flemming, *Christine James, John Wright, Shana Yorkey, and Tim Yorkey * Signifies non-elected members. **Please send proxy if you can not attend a meeting. Brenda Kelley will send reminder postcards a few days before each COSA meeting.**

SPECIAL ORDER OF THE DAY – Ms. Lynn Loftus with American Red Cross

Ms. Loftus discussed how VSU and American Red Cross could promote the HERO program. The program will be a custom designed sponsor program to fit the needs of VSU in which participants will be allowed to give blood and/or platelets with the time taken off work as excused. This time still must be approved by supervisor. Human Resource director, Denise Bogart, explained the policy of taking the time off for donating. The Executive Committee will work with H.R. on this promotion to take it campus wide to satisfy COSA's goal of external communication. Bobby Flowers asked for agreement from members for approval to go ahead with plan for September meeting to present HERO program and details. The Wellness Committee has asked to be a part of the HERO program.

Approval of the Minutes from June 12, 2007:

Approved.

- a. **Approval of Treasure's Reports** – Shana Yorkey/Bob DeLong
Treasurer's report will be delayed until August meeting.

2. Standing Committee Reports

\$500 goal. We fell short by \$200. Goals for upcoming year were distributed. Wording of the Fundraiser Goal was recommended for a change of wording. Each member was asked to make recommendation of goals by next meeting to complete the setting of our goals for upcoming year.

Report from the Chair – Bobby Flowers

c. Academic Scheduling / Procedures –

No Report

d. Faculty Senate – Bobby Flowers

No Report

e. University Council – Richard Hammond

No report.

f. State Staff Council – Bobby Flowers

The 2007 State Conference is scheduled for October 4th and 5th. The conference will be held at Southern Polytechnic State University. Keynote speaker will be Chancellor Davis.

Traffic lights should be turned on by the end of the week. Crosswalks are in the process of being painted and we need to encourage students to use these crosswalks. Advancement Department is under reorganization with President Zaccari as interim Vice President until dept. is up and running again.

4. Unfinished Business

American Red Cross promotion

Setting of COSA Goals for upcoming year

Please sign up or be assigned to COSA committees.

5. New Business

Staff Development Committee

Publicity Committee

Sharon made a request to report any PR information to her if anyone is asked for quotes. VSU would like for main communication to be via Internet.

6. Other Business

Committee Assignments

Summer 2007 Commencement – Help needed. Contact Ann Lacey if interested.

Housing and Moving Day – Send email to Jason Seninger if interested.

Book: Reframing Organizations – Will be discussed week of Aug. 20th.

Adjournment – The meeting was adjourned at 10:30 a.m.

Next COSA meeting will be in the BC Room 3026 (Fish Bowl Room) on August 14, 2007 at 9:00am.

Respectfully submitted,

Diane Guess

Secretary, Council on Staff Affairs