

**COUNCIL ON STAFF AFFAIRS**  
Monday, December 12, 2017

1) Call

a) Chair Brandon Mainer called the meeting to order at 9:05 AM in the University Center Magnolia Room 1.

2) Roll Call All representatives sign/initial the attendance roster to be counted as present.

a) Members present: Heidi Bertsch, Denise Bogart\* (Jamie Tanner Proxy), Pepper Croft, Donnell Davis, Philip Foster, Angelica Gannon, Selenseia Holmes, Kirk Johnson, Michael Kitchens, Yvonne Landers, (Brandon Mainer Proxy), Paul Leavy, Brandon Mainer, Matthew McIntyre, Brian Ring\*, Sterlin Sanders, Terence Sullivan, Tiffany Soma, Jane Wade, and Shannon Zapf (Donnell Davis Proxy).

b) Guests were: Marc Marshall (CONHS), Trayce Martin (Fin & Admin), Dr. Vincent Miller (Student Affairs), and Dr. Robert Smith (Academic Affairs).

c) The following members were absent: Shan Tina Adams, Juliennel Jackson, Maya Mapp\*, Chasity Wood, and Fred Ware\*.

Please see agenda attached

3) Minutes

a) Dr. Smith reported that the search committee is nearing a decision on the position of Dean of the College of Education & Human Services. He reminded us that the College of Arts & Sciences will be split into the College of Humanities & Social Science and the College of Science & Mathematics.

- d) BlazerBooks \$1,059.30
- e) Matthew McIntyre made a motion to approve the November 2017 Treasurer report which was seconded by Donnell Davis. Pepper Croft reported that several of the account totals were incorrect. The November 2017 report was therefore not approved and will be voted on again at the January 2018 meeting.

9) Report on the Chair

- a) Brandon Mainer reported that he is still waiting for copies of the presentation and minutes from the recent USGSC Conference to share with the staff.
- b) Brandon reminded everyone that all activities in which COSA considers participating must be voted on by the full body. There was discussion regarding his about Habitat for Humanity and it was decided to set up a planning committee of students, staff and faculty to discuss.
- c) Brandon mentioned the idea that COSA will sponsor a Breakfast Social in the spring 2018 semester.

10) Student Affairs and Paid Staff

11) COSA Committees Report

- a) Policy Committee Sterlin Sanders No report
- b) Elections Sterlin Sanders No report
- c) Social Recognition & Professional Development Committee Pepper Croft No report
- d) Budget & Finance/Fundraising Yvonne Landers No report

12) Faculty Committee

- 1) Academic Honors & Scholarship Donnell Davis No report
- b) Academic Scheduling and Procedures Brandon Mainer reported that the committee is continuing to work on the final exams schedule.
- c)