

COUNCIL ON STAFF AFFAIRS
Minutes of Tuesday April 16, 2019

1) **Call to order**

a) Chair Sterlin Sanders called the meeting to order at 9:02AM in the University Center, Magnolia Room 1.

2) **Roll call:** All representatives must sign/initial the attendance roster to be counted as present.

a) Members present: Heidi Brown, Sterlin Sanders, Dr. Terence Sullivan, Adrian

, and Shannon Zapf.

Members were: Ike Barton (IT), Jessica Deal (Fin Aid), Alison Downey (eLearning), Melissa Dunn (Fin Aid), Paula Fender (Math), Jennifer Griffin (Bursary), Obediah Hall (CELT), Shanika Hezekiah (Fin Aid), Carmen James (HR), Gwen Manning (Fin Aid), Dr. Marci Marshall (COEHS), Jeremy Scott (IT), Shaw (IA), Dwayne Trouille (IT), Leroy Trower (Fin Aid), Monica Waskosky (Bookstore).

Following members were absent: Jacob Bell*, Jeanine Boddie-La Van*, Philip Foster,

- b) Elections Committee – Pepper Croft reported that there are eight representative openings that will be posted for the upcoming election cycle due to those rolling off and positions which were appointed or are vacant. She encouraged everyone to submit nominations.
- c) Social Recognition & Professional Development Committee – Ashley Cooper reported the following
 - 1) Employee of the Semester awards will be held at the May 2019 meeting. Please submit nominations.
 - 2) Staff Excellence nominations request has been sent out last week. The deadline for nominations in May 13, 2019. Please submit nominations.
- d) Budget & Finance/Fundraising Committee – Yvonne Landers – No report
- e) Community Outreach – Paul Leavy – No report
- f) Publicity – Ashley Cooper – No report

10) Faculty Senate Committees

- a) Academic Honors & Scholarship – Donnell Davis reported that the committee met in March to select the winner of the Annie Powe Hopper Award. The award will be given on April 25, 2019 at 6pm in the University Center, Magnolia Room.
- b) Academic Scheduling and Procedures – Donnell Davis – No report
- c) Athletics – Sterlin Sanders reported that the winners of the Student Academic Athlete Spotlight award have been chosen and will be recognized on April 24, 2019 at 6pm.
- d) Diversity & Equity – Terence Sullivan – No report
- e) Educational Policies – Mark McNalley – No report
- f) Environmental Issues – Phil Foster – No report
- g) Faculty Senate – Terence Sullivan – No report
- h) Faculty Scholarship – Terence Sullivan reported for Angie Gannon reported FRSG voted online for 1 Instructional Improvement proposal in March.
- i) Institutional Planning – Selenseia Holmes/Yvonne Landers – No report
- j) Internationalization & Globalization – Terence Sullivan – No report
- k) Library Affairs – Matt McIntyre – No report
- l) Student Affairs – Selenseia Holmes – No report
- m) Technology – Sterlin Sanders – No report

11) University Wide Committees

- a) Budget Advisory Committee – Pepper Croft – No report
- b) Campus Wellness – Heidi Browning – No report
- c) Dining Advisory – Shannon Zapf – No report
- d) Parking Advisory – Donnell Davis – No report
- e) Parking Appeals – Paul Leavy – No report
- f) Retiree Association – Yvonne Landers – No report

12) Old Business

- a) Sterlin Sanders reminded all that he is leaving VSU shortly and that this will be his last meeting as COSA Chair. Paul Leavy will serve as both Chair-Elect and Chair for May and June until a new Chair-Elect can be elected and take their position. Thank you Sterlin and good luck to you!

13) New Business

- a) Paul Leavy presented outgoing COSA Chair Sterlin Sanders with a plaque in recognition of his service to COSA this past year.

14) Adjournment

- a) Yvonne Landers made a motion to adjourn the meeting which was seconded by Pepper Croft. Sterlin Sanders adjourned the meeting at 9:33am.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Terence Sullivan". The signature is written in a cursive style with a large initial "T" and "S".

Dr. Terence Sullivan, COSA Secretary 2018-2019

| Column1 | Column2 | Column3 | Column4 | Column5 |
|-----------------------------|-----------------------------|----------|--------------|-----------------|
| Month of: Feb/Mar 2019 | Description | Deposits | Expenditures | Current Balance |
| 4/15/2019 | | | | |
| FUND 10 COSA 1481060 | Financial Activities | | | |
| | Beginning Balance | | | 201.25 |
| | Swag Items | | -93.77 | |

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|--|---------------------------------------|--|--|---------------|
| | | | | |
| | Pending Financial Activities | | | |
| | | | | |
| | Est. Balance after Pending Activities | | | 484.00 |

*Submitted by
Yvonne Le Roy-Landers, Treasurer*