

MINUTES OF THE COUNCIL ON STAFF AFFAIRS MEETING

April 13, 2004

COSA Chair Rebecca Kimbrough called the meeting to order at 8:34 a.m. in the President's Dining Room of the Palms Dining Center. Members present: David Bennett, Melinda Cutchens, Bobby Flowers, Carolynn Gaston, Shawn Gibbons, Jeff Giles, Jeff Grant, Inman Grimsley, Mike Hamm, Rosalyn Hatcher, Rebecca Kimbrough, Shannon McGee, Mike McKinley, Marshall McLane, Patrick Smith, Josie Stone, Carolyn Wilson, Thor Withers, Tim Yorkey. Members absent: Sharon Butcher, Stanley Jones, Bob Lee, Trisha Taylor. Special guest: Jim Black, Interim VP for Business and Finance.

Special Order of the Day: Mr. Black began by congratulating COSA on a good year we have had. Mr. Black also announced that after 35 years, Inman Grimsley will be retiring May 31st of this year. He spoke of Inman's integrity, honesty and dedication to the employees of the University.

- ☒ March: Fund 10000 = \$1,076.68
- ☒ Discretionary = \$1,880.02
- ☒ Retirement Walkway = \$12,825.84

The Treasurer's report for March was approved as submitted.

COMMITTEE REPORTS:

- **Academic Scheduling/Procedures:** They are working on the 05-06 calendar to possibly incorporate a fall break. The next committee meeting will be in Aug.
- **Benevolence Committee:** *No Report*
- **Elections:** Nominations for the new chair-elect were Marshall McLane and Bobby Flowers. Voting for the chair-elect position will be at the next COSA mtg. (May 11th).
- **Faculty Senate:** Their next meeting will be April 15th at 3:30 in the UC.
- **Faculty/Staff Campaign:** *No Report*
- **Parking Appeals:** Mike McKinley stated that out of 415 tickets, the committee upheld 50% of the appeals while 50% of the appeals were dismissed for the month of March.
- **Policy:** It was tabled at last month's COSA meeting that the immediate past chair serve as a co-chair for Staff Appreciation Day. It was voted and passed.
- **Staff Appreciation Day:** The next meeting will be Thursday May 6th at 2 p.m. in the University Union. There was a question about whether a non-COSA staff member should be able to co-chair the Staff Appreciation Day committee. It was agreed that as long as this person has worked a Staff Appreciation Day in the past they would be eligible.
- **Staff Development:** Becky Murphy asked COSA to sponsor the Personal Budgeting & Financial Management Class being offered May 11th to all employees. The COSA by-laws were temporarily suspended so that the group could go ahead and vote on this since waiting a month to vote would be too long. There was a motion to accept the sponsorship of this class. The motion was seconded and passed. Training & Development will do a mass e-mail and mail out of flyers to campus.
- **Welfare Committee:**
 - **Employee of the Semester:** *No report.*
 - **Retirement Walkway/Luncheon -Employee Recognition:** Shannon McGee reported that 18 bricks have been ordered. There is a meeting scheduled Friday the 16th of April to discuss the Retirement Luncheon arrangements.
 - **University Planning Advisory Council:** Next meeting is scheduled for April 26th

Respectfully submitted: