

COUNCIL ON STAFF AFFAIRS MEETING AGENDA

9:00 a.m.

October 15, 2019, University Center, Magnolia Room

1. **Call to order**
2. **Roll call:** All representatives must sign/initial the attendance roster to be counted as present.
3. **Communication with Administration**
 - A. President's report
4. **SPECIAL ORDER OF THE DAY**
 - A. **Alex Daman, CVIIOG at UGA will present the preliminary Compensation & Classification study results**
 - B. National Ethics Week – November 11-17, 2019 – Heidi Cox
5. Approval of the **Minutes of September 17, 2019** meeting of the Council on Staff Affairs
6. **Treasurer's Report** – Yvonne Landers
 - A. October 2019
7. **Report from the Chair**
 - A. Update on Holiday Social plans – Ashley Cooper
 - B. Welcome to Samantha Rountree – Student Success representative
 - C. USGSC Annual Conference follow-up
 - D. University Council meeting update
8. **Staff Attendance and Participation**
 - A. Reminder to send in committee reports before Exec Committee meeting
9. **COSA Committees**
 - A. Policy – Mark McNalley **will report**
 - B. Elections – Mark McNalley – No report
 - C. Social Recognition/Professional Development– Adrian Taylor – No report
 - D. Budget & Finance/Fundraising – Yvonne Landers – No report
 - E. Community Outreach – Paul Leavy – No report
 - F. Publicity – Adrian Taylor – No report
10. **Faculty Senate Committees**
 - A. Academic Honors & Scholarship – Donnell Davis **will report**
 - B. Academic Scheduling and Procedures – Obediah Hall – No report
 - C. Athletics – Obediah Hall – No report
 - D. Diversity & Equity – Yvonne Landers – No report
 - E. Educational Policies – Mark McNalley – No report
 - F. Environmental Issues – Dwayne Trouille – No report
 - G. Faculty Scholarship – Darius Anthony – No report
 - H. Faculty Senate – Terence Sullivan **will report**
 - I. Institutional Planning – Darius Anthony – No report
 - J. Internationalization & Globalization – Terence Sullivan – No report
 - K. Library Affairs – Matt McIntyre – No report

- L. Student Affairs – Catherine McArthur – No report
- M. Technology – Dwayne Trouille **will report**

11. University Wide Committees

- A. Budget Advisory Council –Julienne Jackson **will report (see Attachment 1)**
- B. Campus Safety – Heidi Browning – No report
- C. Campus Wellness – Jennifer Griffin **will report**
- D. Conflict Management – Terence Sullivan **will report**
- E. Dining Advisory – Sue Bailey **will report**
- F. Parking Advisory – Jennifer Griffin – No report
- G. Parking Appeals – Paul Leavy – No report
- H. Retiree Association – Yvonne Landers – No report

12. Old Business

13. New Business

14. Adjournment

Attachment 1

BAC meeting
Friday 9/20/19

Next meeting
10/18/19

This meeting discussed the process and timeline of upcoming events such as:

- *** the Presidential forums to be held on September 23rd and 24th.
- *** the next BAC meeting to be held on October 18th and at which time the departments are to submit their top three priorities.
- *** Cabinet recommendations will be held on October 25th
- *** The President will share this information on November 1st
- *** the third BAC meeting will be held on November 22nd

Data analysis states the E&G budget is up for FY20 to \$116,287,843.00 as opposed to FY19 at \$115,250,040.00. It was mentioned that 82% of budget goes to personnel.

The items on the 2019 priority list were addressed due to the upswing in the 2019 summer revenues.

In comparison to FY 19, fall enrollment for FY20 was down for undergraduates by 0.4% but was up for graduate level by 7.7%.

The changing trend in student enrollment behavior and how it affects universities was discussed as well as how VSU might be able to combat this orientation and admission issue. The issue of online student fees was also discussed.

As to year end, requests are due October 4 for one-time funding with institutional being first priority and all requests should be strategic. Permanent requests must be critical and directly relate to strategic plan with institutional as first priority.

FY 21 State allocation estimate reflects:

- *** a reduction of \$840,000.00 in state appropriations based on enrollment calculator from 2018 and 2019 however graduate hours are weighed more.
- *** a reduction of \$450,000.00 in Tuition
- *** an increase of \$554,000.00 in expenses

Total reduction estimate of 1.6 million of which CVIOG is not included.

There is a 6% reduction scheduled with an exemption for teaching.

Academic Affairs is looking for reductions and has done some through positions.

Utility savings was discussed with plans for a \$25,000.00 saving from employee phones and IT savings from printers and cell phones. This proposal is set for November.

The Pathways program was mentioned too as it will help with articulation to bring in 2yr students.