

## COUNCIL ON STAFF AFFAIRS MEETING AGENDA

9:00 a.m.

Tuesday, February 20, 2018, University Center, Cypress 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 (if Dr. Carvajal is able to attend)
4. **SPECIAL ORDER OF THE DAY**
  - A. Presentation from Kamille Dean, Volunteer Coordinator for Habitat for Humanity
5. Approval of the **Minutes of January 16, 2018** meeting of the Council on Staff Affairs
6. **Treasurer's Report** – Yvonne Landers
  - A. November 2017 (was given but needs approval as it had incorrect info)
  - B. December 2017 (no report was given)
  - C. January 2018 (no report was given)
  - D. February 2018
7. **Report from the Chair**
  - A. Update on status of Habitat project with Faculty Senate & Student Government Association (see Special Order above and New Business below)
  - B. Update on Faculty/Staff Appreciation event with Faculty Senate
  - C. Update on status of University Strategic Plan
  - D. Update on COSA webpage updates
8. **Staff Attendance and Participation**
  - A. Reminder to send in committee reports before Exec Committee meeting
9. **COSA Committee Reports**
  - A. Policy Committee - Sterlin Sanders will report
  - B. Elections – Sterlin Sanders will report
  - C. Social Recognition & Professional Development Committee – Pepper Croft – No report
  - D. Budget & Finance/Fundraising – Yvonne Landers will report
    - i. Discussion of fundraising ideas to defray cost of above event (\$2500 from President)
      1. Parking Pass
      2. Wine & Swine Tickets
      3. Baskets
      4. Campus Rec passes
      5. All Shook Up tickets
      6. Calendars (or similar idea)
10. **Faculty Senate Committees**
  - A. Academic Honors & Scholarship – Donnell Davis - No report
  - B. Academic Scheduling and Procedures Brandon Mainer – No report
  - C. Athletics – Sterlin Sanders – No report
  - D. Diversity & Equity – Terence Sullivan – No report
  - E. Educational Policies – Kirk Johnson - No report

- F. Environmental Issues – Phil Foster – No report
- G. Faculty Scholarship – Angie Gannon will report
  - i. Committee voted electronically in January for 3 Instructional Improvement and 1 Course development proposals
- H. Faculty Senate – Brandon Mainer/Terence Sullivan will report
- I. Institutional Planning – Selenseia Holmes/Yvonne Landers – No report
- J. Internationalization & Globalization – Terence Sullivan will report
- K. Library Affairs – Matt McIntyre – No report
- L. Strategic Planning – Julienne Jackson – No report (see Chair’s report)
- M. Student Affairs – Selenseia Holmes/Michael Kitchens – No report
- N. Technology – Sterlin Sanders – No report

**11. University Wide Committees**

- A. Budget Advisory Council –Julienne Jackson will report
- B. Campus Safety – Shannon Zapf – No report
- C. Campus Wellness – Heidi Bertsch/Brandon Mainer – No report
- D. Dining Advisory – Shannon Zapf – No report
- E. Parking Advisory – Shannon Zapf - No report
- F. Parking Appeals – Heidi Bertsch/Pepper Croft/Donnell Davis/Phil Foster/Paul Leavy/Terence Sullivan – No report
- G. Retiree Association – Yvonne Landers will report
  - i. Update on retirement brochures
  - ii. Update on Retiree luncheon
  - iii. Update on brick orders
- H. Traditions & Spirit – Pepper Croft – No report

**12. New Business**

- A. Update on search for position of Dean of Science & Math – Matt McIntyre will report
- B. Update on search for position of Director of HR – Pepper Croft will report
- C. Update on Habitat for Humanity build – Paul Leavy will report (?)

**13. Adjournment**