

Minutes
April, 2000

Members present: Rick Arcuri (chair), Jane Eddy Casper (vice chair), Ann Mallinger, Pam Still, Ann Taghikhani, Michael Wiedower

Committee members present: Pat Almon, Mary Minson, Alex Peete

Guests: Stephanie Zimbric

Sub-Committee Reports:

No new reports from any of the sub-committees

Comments:

Jane Casper noted the Training and Professional Development Committee of Human Resources met on March 17th. Planning for upcoming opportunities and professional growth sessions are going well. The second Growth & Development brochure was recently mailed.

Other Business:

- A. Rick Arcuri and Pam Still attended the Employee Welfare Committee meeting. Pam and Rick will continue to be the COA representatives at future meetings.

MU consultants are currently reviewing the trends in health care plans. The overall concern is compiling complete health care benefit packages without cutting value and quality. Additional factors contributing to the review of health care are rising costs due to the number of claims, prescription drugs, and fully insured large claims.

A final report is expected by September 1, 2000.

2. Rick requested feedback from the committee regarding issues/concerns to be addressed by COA - they are as follows:
 1. Health Care Benefits - Pam and Rick will continue to update COA on the findings from the Employee Welfare Committee. There are also plans for a

series of employee information exchanges and forums that will be scheduled throughout the summer.

- Review sub-committee agendas
- Head Count Reduction - restructuring departments to attempt to operate at 80% without losing quality of services
- Performance Appraisals - invite Steve Duffy to provide information regarding policy and procedures
- University Structure - what are the most beneficial ways to get news out to the Marquette community in a timely fashion?
- Vacation Policy - employee concerns still remain regarding the lack of time allowed to use accrued vacation
- Bi-weekly Payroll - feasibility for all University employees to be on a bi-weekly payroll
- Continuing education opportunities

Guest Speaker: Stephanie Zimbric, Information Technology Services

Stephanie spoke on behalf of ITS regarding the email migration beginning on Wednesday, April 12th. An informational mailer will be sent out April 11th. The email migration must be made before June 1, 2000 to ensure uninterrupted email service.

ITS is replacing current email services with an improved system. Vax accounts will not be obsolete; the new system will separate vax from email. Additional advantages to the system are standardized email addresses, larger file attachment capabilities, quicker email delivery, and easier email access from off-campus.

ITS will be offering email information sessions as well as help to activate your email program. Dates and times will be posted in the ITS informational mailer.

In closing the meeting, Rick reiterated that he will contact those individuals who are able to address COA concerns and invite them to attend a future meeting.

Respectfully submitted,

Mary Feeley
co-secretary



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