

Committee on Administrators
Monday, February 12, 2007

COA Members Present: Annette Conrad, Mary Minson, Linda Jo Stamper, Noel Stuiber, Scott Feldstein, Rose Richard, Alex Kaleta, Pam Still, and Melissa Lind.

COA Members Excused: Jacqueline Walker, Rob Mullens, Lynn Mellantine. Mary Jo Kuzma, David Dray

Reflection: Linda Jo Stamper

1. Approval of January minutes

- a. Minutes approved

- 2. Feedback on the AMU Event Planning Showcase:** This year there were 190+ participants. They would like to speed registration process, maybe shorten the event to two hours. It will be an annual event, open to all departments. They may also do one for student organizations in September.

3. Committee Reports

- a. Subcommittee on nominations appointments and elections – Mary Minson: Kelly Neumann from Office of Residence Life has accepted position for Office of Student Affairs representative.
- b. Subcommittee on policy and procedures – Linda Jo Stamper status quo
- c. Subcommittee on professional development – David Dray (not present)
- d. COA human resources – Lynn Mellantine (not present)
- e. University wellness – Mary Joe Kuzma (not present)
- f. University safety

- i. Larry Rickard opened the meeting by discussing the rise in crime affecting the area, the city, and the nation. Some of the crime could be attributed to drug dealers from the early 90's being released from prison. In addition, MPD has a shortage of officers, with many of their officers deployed to Iraq as reserve military. Crime statistics were discussed.
- ii. Five robberies occurred in our area. Public Safety apprehended the perpetrators of four of the five robberies. DPS received compliments from the Milwaukee Police Department.
- iii. The MPD Third District command staff and DPS command staff will meet on Friday, February 16th to discuss strategies to decrease crime in the area. MPD officers who work in the Marquette area often get pulled away to respond to calls on the weekends. We will be requesting that officers who are assigned to the area stay in the area. There is a developing attitude among MPD officers that DPS is able to take care of things in this area, and the more successful we are in catching criminals, the less we need their help.
- iv. The Milwaukee County Sheriff's Department also provides additional resources to our area.

- v. Funding was approved to begin putting cameras on blue light phones. Research has shown this to be very successful in deterring crime. The university will post signs stating the area is being monitored.
 - vi. Student Safety Programs continues to be successful, currently transporting over 30,000 students per month.
 - vii. Larry will be meeting with Stephanie Russell from University Mission and Identity to discuss Public Safety's interactions with the homeless.
 - viii. There was a dedication and open house for the MPD Avenues West station after the university had it remodeled. The building was dedicated to Capt. Paul Jablonski who passed away in October, as it was his project.
- g. University employee welfare – Susan Dalsasso (not present)
4. **Feb meeting with Cindy Bauer** – Jackie Walker (not present)
5. **Old business**
- a. Vacation proposal – Pam Still It passed! After two years of work, it finally passed. We asked for the benefit to go to 15 year employees, but it only went to 20 year employees. It is in line with other Jesuit universities.
 - b. Bridging of Service Recommendation – Alex Kaleta: This bridging cannot include anything that involves money, such as vacation and other benefits. COS is supporting it, but COF is unknown. The three committees will meet and if in agreement the chairs will all sign the proposal. Quarter century club has own bylaws, and will consider if they will bridge. We could approach parking, too. Vacation doesn't bridge, neither will the waiting period for children tuition remission or disability, insurance, etc.
 - c. New employee orientation signup. June, August and December still not staffed.
 - d. Marquette 125 Anniversary – COA may host a function or activity. Linda Jo, Pam Still, Alex Kaleta and Marie Hegerty: Maybe a social function at the annex. Timing is an issue. March or April dates are under consideration. A fun activity such as a scavenger hunt or a Jeopardy game with prizes. Alcohol may be served.
6. **COA Budget through end of June, \$1580.15**
7. **New Business**
- a. Will there be a joint meeting of COF and COS? Decision deferred.
 - b. Proposal from Fr. Leonhardt has been tabled until next meeting.
8. **Next meeting March 12, 2007 Henke Lounge**

Meeting minutes submitted by Scott Feldstein, secretary