

Meeting Minutes March 11, 2002

COA Members Present: Ann Mallinger (Chair), Susan Dalsasso, Marie Hegerty, John Kratzer, Mary Jo Kuzma, Nancy Malczewski, Susan Michaelson, Pam Still

Committee Members Present: Felice Green, Lynn Mellantine, Mary Minson

Members Excused: Jane Eddy Casper, John Novotny

Guests: Dean Nick Burckel, James Lowery

Ann Mallinger, Chair, called the meeting to order at 1:05 p.m.

Ann introduced Dean Nick Burckel and James Lowery who were at the meeting to give a presentation on the Raynor Library for the committee members. Dean Burckel spoke about the selection process for exterior and interior finishes for the library. James Lowery spoke about equipment and technology for the library. The new library should be open in the fall of 2003 and current information is available at <http://www.marquette.edu/library/raynor/> on the Web. The committee enjoyed learning more about the Raynor Library and expressed thanks to Dean Burckel and James for taking the time to update the committee on the progress of the library.

The regular committee meeting began at 2:10 p.m. with Marie Hegerty doing the meeting reflection.

I. Subcommittee Reports

- A. Nominations, Appointments and Elections (SNAE) Mary Minson reported that Amy Ramminger accepted a position on the Subcommittee for Nominations, Appointments and Elections as the Finance and Human Resources representative. Joanne Browning accepted a position on the Subcommittee for Professional Development as the Finance

and Human Resources representative.

Mary asked that if anyone from External Relations and Administration was interested in serving on the Subcommittee for Professional Development, they should contact her.

Alex Peete has resigned from his position on COA. His term runs to January of 2003. There are three courses of action that can be taken with reference to the vacancy. They are; appoint someone, leave the position open until the term expires or hold an election. These options will be discussed at the April meeting.

II. Old Business

A. Gender Equity

Marie Hegerty attended an informational meeting on Tuesday, March 5, 2002, to discuss the issue of gender equity. Attendees at the meeting included Steve Duffy, Lynn Mellantine, Sharon Olson as the COS representative and Marie as the COA representative for this issue. COA is interested in being a part of the gender equity study process. After a discussion of this Ad Hoc group, it was suggested that a climate survey be developed and distributed to support staff and administrators. The climate survey will be distributed within approximately six months for employees to complete. A few COA members dislike the idea of another "survey", however, it is a tool that is useful in gathering the necessary data that will be needed to analyze gender and diversity issues. Lynn will develop the survey and seek input from COS and COA before distributing it. The timing of when the survey will be distributed should be considered since certain times of the year are busier than others for those who will be asked to complete the survey.

2. COA Listserv Upkeep Due to time constraints at this meeting, Ann will email information to the committee regarding this topic.
3. COA Minutes Distribution Due to time constraints at this meeting, Ann will email information to the committee regarding this topic.

III. New Business

A. Christmas Break Proposal from COS

A number of years ago, Fr. Wild recognized the hard work of University individuals by allowing everyone to have the week between Christmas and New Years as paid time off. COS is asking that COA and COF support a proposal to have the time between these two holidays designated as paid time off on an annual basis. While COA acknowledges that this is a worthwhile endeavor, it also recognizes that there are other issues that would have to be addressed when forwarding a proposal of this type to Fr. Wild. One of the issues discussed regarded how to deal with departments that would have to remain open during this time and how the employees of the departments would be compensated. The committee reviewed the proposal, which was drafted by COS, and is to go to Fr. Wild. Several changes to the proposal were suggested before COA would endorse it. Ann will make the suggested changes to the proposal and forward the changes to the committee for input. The committee will then send the amended proposal to Robin Cork and Jim Courtright.

2. Campus Parking

John Kratzer reported that the building of a new parking structure was recommended by the Parking Task Force as a way of accommodating the loss of Lot M and the associated parking spaces from there. Plans include a visitor parking fee to help control the necessary increase in the cost of parking on campus for faculty, employees and students. The new parking structure would be convenient to the proposed McGuire Center. Individuals who would be attending basketball games at the proposed McGuire Center should be required to pay to park just as attendees to games at the Bradley Center do.

The next COA meeting is scheduled for Monday, April 8, 2002, at 1:00 p.m. in the Henke Lounge of the Alumni Memorial Union. We will have a presentation regarding Nurse Practitioners.

The meeting was adjourned at 3:10 p.m.

Respectfully submitted,

Nancy Malczewski, Secretary

Committee on Administrators



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