

Meeting Minutes May 13, 2002

COA Members Present: Ann Mallinger (Chair), John Novotny (Vice Chair), Jane Eddy Casper, Marie Hegerty, John Kratzer, Mary Jo Kuzma, Nancy Malczewski, Susan Michaelson, Margaret Zitzer

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

Members Excused: Pam Still

Members Absent: Susan Dalsasso

Ann Mallinger, Chair, called the meeting to order at 1:05 p.m. Ann began the meeting with a reading from Isaiah.

I. April Minutes Approval

Ann reviewed portions of the minutes from the April 8, 2002 meeting. The April minutes along with all future minutes will be available at a link from the COA web site rather than sent as an attachment in email.

II. Subcommittee Reports

A. Nominations, Appointments and Elections (SNAE)

Margaret Zitzer will be the Academic Affairs representative and will complete the term of Alex Peete.

III. Old Business

A. Christmas Proposal

COF did not support the proposal requesting that the University be closed between Christmas and New Years which was drafted several months ago. Ann Mallinger and John Novotny met with Robin Cork and Lori Stempski and incorporated a call for a task force in the proposal. Ann Mallinger and Pam Still worked on revisions to the letter and Jane Casper motioned for the committee to accept Pam's version to be forwarded to Fr. Wild. Susan Michaelson seconded the motion. All members of the committee were in favor of the motion. If a task force is developed to study the feasibility of the Christmas Proposal, Jane Casper and Sue Michalson would both be interested in serving on the committee.

[See the letter to Fr. Wild](#)

2. APN Proposal

Discussion took place regarding the proposal to have Advance Practice Nurses (APN's), Psychologists and Physical Therapists (PT's) included on provider panels and their services included within Marquette insurance plan coverages.

Jane Casper moved that the proposal be accepted with a slight modification. The modification was that the APN's, Psychologists and PT's should all be licensed in order to be included in plan coverages. Marie Hegerty seconded the motion. All committee members were in favor of the motion.

[See the APN proposal](#)

3. Campus Committee Membership

At the February COA meeting, Jane Casper reported on campus committees that had COA representatives on them. The committees that have representation are the All University Safety Committee, the Joint Committee on Recognition and the Gender Equity Task Force. Pam Still is currently serving on the Joint Committee on Employee Welfare. She will be asked if she would like to be the permanent COA representative on that committee.

There is no COA representation on the Cultural Diversity Task Force. Jane Casper

will follow-up to see if a representative from COA can be appointed to serve on this committee.

When a search committee is formed to fill Greg Garber's position, COA would like to have a representative on the committee.

IV. New Business

A. Health Care Costs in the Midwest

Health care costs in the Midwest and Milwaukee appear to be significantly higher than in other parts of the country. Research should be done on this issue to try and determine why this is true. It may also be a good idea to discuss this issue with other employers in the Milwaukee area. This issue should be brought to the attention of the Employee Welfare Committee.

2. Administrator Welcome

Ann Mallinger would like a welcome letter sent to all new Administrators. The letter could be done on a monthly basis. There are normally between 3-10 Administrators hired each month. Ann will draft a letter and share it with the committee. It is important to acknowledge new Administrators to the University.

3. University Service Award

On Friday, May 17, 2002, nominations are due for the University Service Awards. An electronic nomination form can be found online at <http://www.marquette.edu/excellence>. It was also announced that Ed Wucker from Alumni Relations would like to hear about any Alumni that may deserve special recognition.

It has been the practice of COA not to hold a meeting in July. This practice will continue for this year.

John Novotny requested that the June meeting be moved to a later time, specifically 2:30 p.m.

There was a brief discussion about administrator vacation days which must be used by June

30th of each year. Some felt an August 31st date would be more convenient in consideration of university functions over the summer months and possibly for some families with children. It was generally agreed that the Administrator vacation policy had been reviewed recently and would not be reviewed again in the near future.

John Kratzer has a parking committee meeting tomorrow and asked if anyone had any parking issues that they wanted him to bring up at the meeting. The availability of several lots was briefly discussed.

COA would like to thank Greg Garber for his role as liaison to COA.

Marie Hegerty will do the meeting reflection for June.

The meeting was adjourned at 2:10 p.m.

Respectfully submitted,

Nancy Malczewski, Secretary
Committee on Administrators



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