

Marquette University Committee on Staff
Approved Minutes
Thursday, January 20, 2005
AMU Room 231

- Attendance: Mary Jennings Area II Representative; Vicki Meinecke Area III Representative; Bob Koch Area IV Representative; Sherri Lex Area V Representative/Chairperson; Cathy Patrick Area VIII Representative/Vice Chair; Robin Cork Member at Large/Secretary
- Excused: Tom Frederick Area I Representative; Patricia Hackett Area VI Representative; Kris Weber Area VII Representative; Susan Steinhart, Member at Large; Sharon Olson, Member at Large; Christopher Daniel, Historian
- Guests: Rita Burns, Ombuds; Father Doug Leonhardt, Associate Executive Director of University Mission and Identity

The meeting was called to order at 2:06 p.m.

Tuition Remission

As reported in the June 17, 2004 and July 15, 2004 minutes, COS sent a proposal to change the UPP concerning tuition remission from a set number of credit hours per semester to a set number of credit hours per academic year. At the request of Steve Duffy, the Committee revised this proposal. Currently the UPP (University Policies & Procedures) states a set number of tuition remission hours by semester. The committee revised the proposal to include more flexibility in how the free tuition credits can be utilized by employees.

Update on Part-time employee Anniversary

Human Resources is still discussing this and will return to the committee with an answer as soon as they can.

Joint Committee Meetings (COA, COF, COS)

Sherri Lex, Chair, distributed a copy of the proposed meeting schedule for Committee on Administrators that included two Joint Committee Meetings. The meetings would feature topics and speakers of mutual interest to all employees. All Marquette employees would be invited to attend. The committee thought that this was a very good idea and that COS would be happy to participate.

COS members discussed the development of a combined appreciation event that would include administrators and support staff.

University Wellness Advisory Committee

Approval for an officially recognized University Wellness Committee has been given by the Provost and the Senior Vice President. This committee will be charged with proposing a focused approach to campus wide wellness initiatives targeted specifically for the health status and welfare of the Marquette employee population. The committee will research, develop, recommend and, if such programs are approved, assist in the delivery of programs and activities intended to foster and advance the overall health and wellness of Marquette's faculty and staff, as well as their dependents.

Support Staff Climate Survey

At our last meeting we developed what we wanted to focus on for the support staff survey. Our next step is to obtain permission from the administration to conduct a survey.

Mission Statement for COS

COS developed a mission statement for the committee;

Committee on Staff is dedicated to serving support staff by acting as a liaison between Marquette's Support Staff and the University Administration. The committee supports the university mission by advocating on behalf of the support staff and encouraging university improvements at the policy level.

Mary Jennings moved to adjourn and Bob Koch moved to second, meeting adjourned at 4:05 pm.

Next meeting will be February 17, 2005 in the AMU 231 at 2:00 pm