

**Marquette University Committee On Staff
Approved Minutes
Thursday, June 21, 2007
Raynor Library, Conference Room A**

Attendance: Jessica Payson, Area V Representative/Chairperson; Jenny Radi, Member at Large/Vice Chair; Carol Dufek, Member at Large; Robin Cork, Historian; Michele Adler, Area VIII Representative/Co-Secretary/Treasurer; Sheri Fredricks, Area IV Representative; Carrie Kratochvil, Area I Representative/Co-Secretary/Treasurer.

Excused: Billie Sanders, Area VI Representative; Christine Pivonka, Area III Representative; Emily Maldonado, Area VII Representative; Lori Stempski, Member at Large; Mary Jennings, Area II Representative.

Guests: Ms. Kerry Egdorf, Ombuds; Sandy Peterson.

The meeting was called to order at 2:00 p.m.

Current Topics

Welcome - Jessica Payson welcomed Kerry Egdorf, the new Ombuds for the university. Kerry will be spending 20 hours per week in the Ombuds position. Her office is located in Cudahy Hall, Room 404.

Joint Committees - 125th Anniversary Update - Sheri Fredricks reported that people enjoyed themselves at the event, and were asking for an event of this type every year.

Pending Items

Hostile Work Environment Update - Sandy Peterson presented her findings to the Committee. Jessica Payson explained to Kerry Egdorf that we are proposing that there be a definition of hostile work environment separate from the definition of discrimination of protected rights. Sandy will continue to work on this with Kerry.

WI Coachlines - No update at this time. Jessica Payson will be meeting with Cindy Bauer.

Building Rep Follow-up Letters - Carol Dufek made a motion for Robin to re-write the letter and send it out via email for a vote. Carrie Kratochvil seconded the motion.

Tuition Remission Proposal - No update at this time. Jessica Payson will take a copy of the proposal letter to discuss with Cindy Bauer.

Electronic Bulletin Board Update - No update at this time. Carol Dufek will follow up with Kathy Lang.

Bereavement Leave Update - Michele Adler made a motion to submit the revised Bereavement Leave proposal to Cindy Bauer. Jenny Radi seconded the motion.

Sub-Committee Reports

Public Relations - Carol Dufek will work with Human Resources to obtain the names of retiring support staff so that they can be acknowledged for their service by the committee.

Employee Welfare Committee - No update at this time.

University Parking - No update at this time.

Other Business

Thank-you Letter - Carol Dufek made a motion to send a letter to Senior Administration expressing gratitude for the additional week of vacation. Michele Adler seconded the motion. Jessica Payson will draft the letter.

Letter for Dr. Sandra Hunter - Carrie Kratochvil made a motion via email on June 20, 2007 to send the letter composed by Jessica Payson, expressing COS support for Dr. Hunter's report. Jennie Radi seconded the motion. All members were in favor.

Support Staff Luncheon - The luncheon will be held on July 25th in the AMU Ballrooms. Father Wild will speak. The theme is the 125th Anniversary.

Carrie Kratochvil moved to adjourn, Carol Dufek seconded the motion.

Adjourned at 3:30 p.m.

The next COS meeting will be on Thursday, July 19, 2007 in AMU 233 (changed from original location of AMU 139).