

Marquette University Committee On Staff
Approved Minutes
Thursday, October 18, 2007
Alumni Memorial Union, Room 380

Attendance: Jessica Payson, Area V Representative/Chairperson; Robin Cork, Historian; Carol Dufek, Member at Large; Lori Stempksi, Member at Large; Lula Hopkins, Area II Representative; Christine Pivonka, Area III Representative; Billie Sanders, Area VI Representative; Emily Maldonado, Area VII Representative; Michele Adler, Area VIII Representative/Co-Secretary/Treasurer.

Excused: Carrie Kratochvil, Area I Representative/Co-Secretary/Treasurer; Mary Jo Goodwin, Member at Large;

Unexcused: Sheri Fredricks, Area IV Representative.

The meeting was called to order at 2:08 p.m.

Current Topics

Vote on new Vice Chair - Robin Cork nominated Chris Pivonka for the position of Vice-Chair. Chris accepted the nomination and all were in favor.

TIAA-CREF Loan Option - Lori Stempksi contacted Steve McCauley, who explained that Marquette offers two types of retirement accounts, and the loan option is available on one of the accounts, the GSRA - Group Supplemental Retirement Annuity. However, restrictions apply if you want to use the money. In order to borrow, you must have at least \$2500 in the account, and you are able to borrow 45% of the money in the account. If employees are interested in this option, they should contact Human Resources and ask to be put in the GRSA.

Area Rep Binder Update - Tabled to November meeting.

Pending Items

Hostile Work Environment Update - The information put together by the ad hoc committee was forwarded to Kerry Egdorf, Ombuds, for her comments.

Tuition Remission Proposal - The proposal was denied. Jessica and Carol met with Steve Duffy and Cindy Bauer who explained that if employees were allowed to use tuition remission credits as they so choose for Professional Study courses, the majority of students in Professional Studies classes would be tuition remission students, and would not leave enough room for students who are paying, which could cause a financial strain on Professional Studies. Plus, there is still a concern that an employee should be an employee first, a student second and it might be difficult to do this when going to school full-time and being employed full-time.

Sub-Committee Reports

Public Relations - Carol Dufek is going to contact Sandy Peterson to ask her to represent COS at the New Employee Orientation.

Employee Welfare Committee - The committee met and discussed the following items:

- TIAA-CREF - there is a Roth 403B option being offered. Employees would make contributions after taxes and the earnings are tax-free when they are withdrawn.
- Training & Development - TIAA-CREF sessions are being proposed for specific groups of employees, i.e. younger employees, employees with families, employees nearing retirement.

- Child Care Center - Dr. Sandra Hunter's proposal was well-accepted by upper administration. A strategic and business plan are in the process of being developed. Other child care center sites will be visited in the near future by the committee working on the plan.
- Health Care - there are plans for the Willis Group to return to campus to conduct focus groups, which would be aimed at looking at what the university could do for employee wellness. Steve Duffy asked the Employee Welfare committee members to bring forth topics of interest to take to the Willis Group.
- Symmetry - the university is interested in getting feedback from employees who have used Symmetry, and what they got out of it, because Aurora offers the same type of service.
- Info sessions will be held on the health insurance plans offered by the university.
- Shoo the Flu - flu shots will be available on October 29th & 30th.
- Short-term disability - the university is working on developing one short-term disability for support staff and administrators. A 3rd party would administer the plan.

University Parking Committee – the time for evening visitor parking rates to start will remain at 5 p.m. Billie was informed that evening parking is available for \$50 per semester, and allows access to the lots beginning at 3:30 p.m. Jay Sobota may be invited to a COS meeting.

University Safety Committee - Jessica and Carol attended the meeting at Public Safety. They were shown a video that is shown to incoming freshmen and parents. They also had a tour of the new Command Information Center. A topic for a future joint meeting of the COA and COS may be safety, presented by DPS with tips on keeping safe. Carol Dufek made a motion to propose the joint meeting, seconded by Billie Sanders.

Other Business

Donation to Annette Wolak - Jessica and Carol met with Cindy Bauer and Steve Duffy. They were told that the university already does a lot of fundraising, and for support staff to fundraise to help another support staff is just not feasible and could not be considered a fundraiser for the university, which in turn, legally, would not be tax-deductible. Jessica sent an email to Cindy Bauer to find out if COS could at least post fundraising events done by individual employees for a good cause outside of Marquette University or for fellow employees, on the COS website, and indicate the events are not Marquette sponsored events. They also discussed the possibility of establishing a COS scholarship to help a support staff member student purchase books. Carol and Jessica will set up a meeting with University Advancement to discuss this possibility.

COS Area Representative Elections - Before the next election, the areas will have to be revised to account for the new buildings and office relocations. A proposal will be brought forth to restructure the COS areas to be more in line with the COA areas which are not geographical, but members are taken from the university structure. The Dental Satellite Clinic will have to be added.

AMU Advisory Board - Jessica read highlights of the Board's minutes provided to her by Sandy Peterson.

Carol Dufek moved to adjourn, Billie Sanders seconded the motion.

Adjourned at 3:58 p.m.

The next COS meeting will be on Thursday, November 15, 2007 in AMU 139.